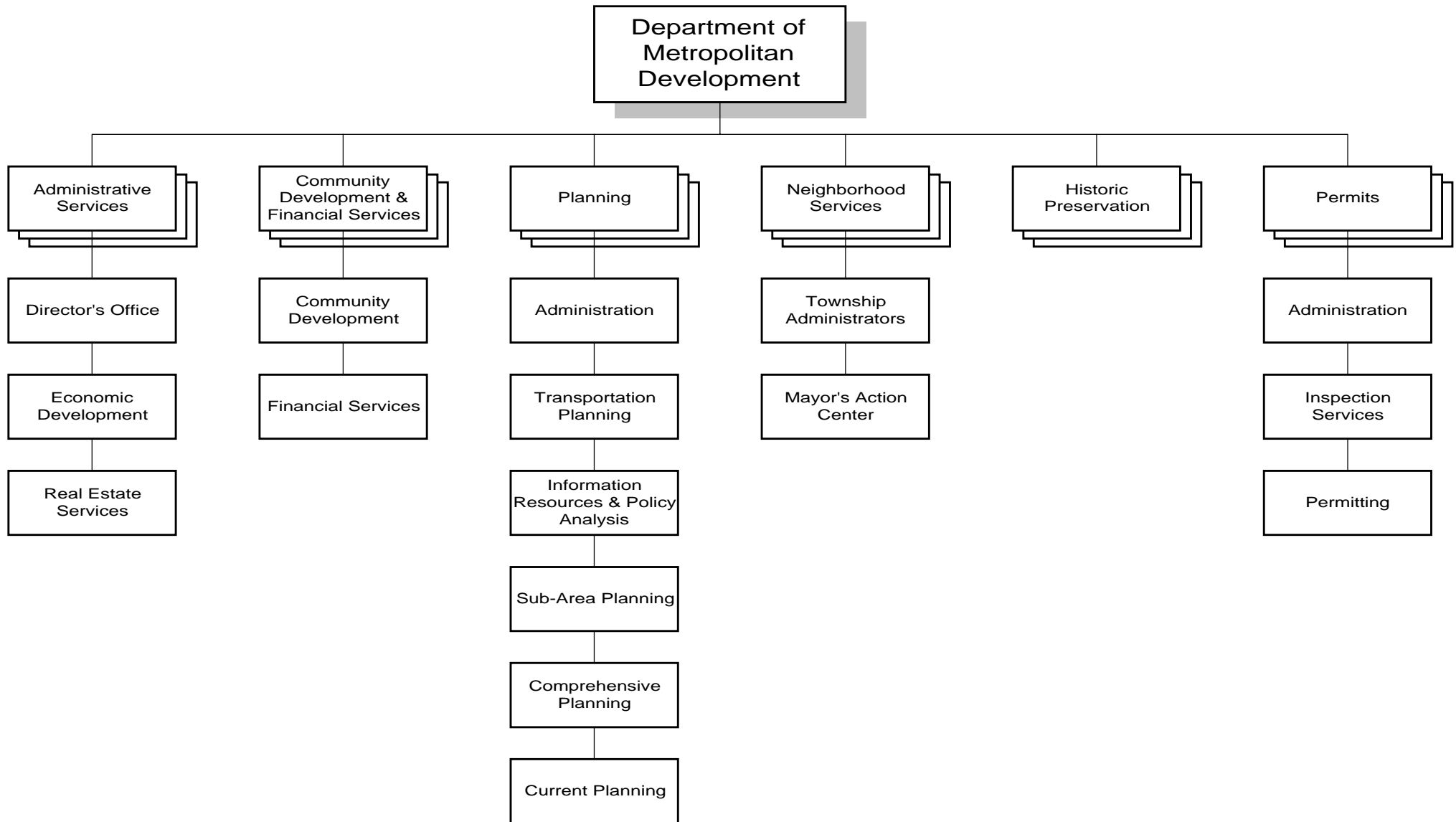


Organization Chart



Department of Metropolitan Development**Mission Statement:**

The Department of Metropolitan Development supports the City's overall goal of enhanced quality of life in its neighborhoods by improving services to neighborhoods, enforcing zoning and health and safety codes, and creating economic development opportunities that benefit all citizens. This vision is given effect by planning and implementing services and projects that stimulate affordable housing, promote economic development, empower neighborhoods, and create jobs.

Significant Events:**Naval Air Warfare Center (NAWC)**

The Naval Air Warfare Center, located on the eastside of Indianapolis, was transferred to the City at no cost in 2000. While the site currently houses some industrial development, the available acreage is targeted for future industrial development and will be transferred to a private developer in 2000. The City will use the land sale proceeds and has applied to the Economic Development Administration for a grant to fund the widening of 16th Street between Shadeland and Arlington Avenues, which will complement future and current development at this site.

Brownfields

The City of Indianapolis has been awarded \$150,000 in supplemental assistance funding from the EPA for the Indianapolis Brownfield's Redevelopment Program. Funds will be used for site assessment throughout the City. The City also received a \$39,984 site assessment grant from the Indiana Development Finance Authority to assess a property in southeastern Center Township. In addition, the City has closed on a former brownfields site, Bemis Bag, that will be developed into a multi-family housing subdivision.

I70 & Keystone Redevelopment Area

The Real Estate Section is in the process of acquiring approximately 300 parcels of land to be redeveloped into a light industrial or commercial area. Acquisition, property management and related development activities continue to complete this development.

Affordable Housing

In 1999, DMD supported the repair of 334 owner-occupied homes, the creation of 96 new home ownership opportunities and the rehabilitation of 104 rental units. For 2000, the City has entered into contracts with community development corporations and other non-profit organizations, which at a minimum will result in the repair of 340 owner-occupied homes and the creation of 81 new home ownership opportunities. The division anticipates creating, rehabilitating, or improving over 164 rental units.

Department of Metropolitan Development**Fall Creek Place**

Construction and other redevelopment activities in Fall Creek Place, a federally designated Home Ownership Zone, will continue through 2000 and into 2001. As a partner in the project, the Department will coordinate the community's effort to build or rehabilitate nearly 322 homes, as well as new parks and infrastructure to support these units.

Homeless Assistance

The City competes for HUD grant funds to prevent and address homelessness. In 2000, HUD awarded approximately \$3.2 million to the City for ten projects that provide homeless individuals with transitional and permanent housing and supportive services. An additional \$1 million was awarded on a formula basis to the City for shelters and programs assisting the homeless or persons at risk of homelessness.

Elimination of Slums and Blight

The City works with the Health and Hospital Corporation of Marion County to board and demolish unsafe buildings. In 1999, 951 were boarded and 224 houses were demolished. Additionally, the City has and will continue to redevelop formerly environmentally unsafe land for future development.

Mark-to-Market Program

During 2000, the Department staff initiated the refinancing of Section 8 rental housing projects, totaling 327 units of affordable housing. These units will be maintained in the inventory units for Marion County residents.

M-Track

InspectTrack and Mobile Data Computers have been implemented for the recording of field inspections. Each building, zoning, and right of way inspector has a field computer and printer system that improves operating efficiency. The applications add consistency and continuity to enforcement action and permit compliance.

Combined Enforcement Efforts

Working closely with IPD, Health & Hospital Corporation of Marion County and the Marion County Prosecutor's Office, Permit Compliance staff has assisted in seeking resolutions to quality of life concerns through cooperative enforcement actions.

CoNECTIONS - Major Investment Study

The CoNECTIONS study has been conducted to identify strategies that will alleviate current and projected future traffic. It also aims to improve mobility throughout the northeast corridor between downtown Indianapolis and the suburban communities in the northeast, including Fishers, Noblesville and Carmel. A final report is expected in the fall, 2000. In 2001, staff will continue with follow-up activities related to recommendations made from the CoNECTIONS study.

Department of Metropolitan Development**Census 2000 - Local support for the US Census**

Staff assisted the US Census Bureau in the preparation of a local Census Awareness program by increasing community participation and involvement in the Census 2000.

Update of the Marion County Comprehensive Land Use Plan

A twenty-month planning process has been initiated and will ultimately lead to a complete rewrite of the Comprehensive Plan for Marion County. This process already includes work completed with the Township Needs Assessments and the Indianapolis-Marion County Development Assets Book. The Comprehensive Plan will be developed for the entire county, rather than for each township. This will accommodate issues crossing township boundaries, including infrastructure and watersheds. The Plan will also address issues related to development competition among the townships.

Regional Center Plan Update

The Regional Center Plan Update is a portion of the update to the Comprehensive Plan. This update focuses on identifying and prioritizing strategies for economic development, housing, job creation, entertainment and recreation, and retail shopping in the Regional Center for the next 20 years (year 2000 through year 2020).

New Initiatives:

Market Square Arena: The Economic Development section, in coordination with the Division of Planning, will conclude an economic feasibility and land use study for the reuse of the Market Square Arena site. An RFP for redevelopment will be issued in late 2000 or early 2001.

Technology: In conjunction with the Department of Public Works and SCT, the Mayor's Action Center continues to participate in the development of improved technology-driven communication systems between the service delivery organizations and the Mayor's Action Center. The goal is to enhance service delivery and Center responsiveness to citizen requests.

City Performance Review: The Township Administrators will create and distribute a survey to neighborhood organizations to analyze the performance of the City and the Township Administrators' efforts to meet neighborhood needs. The Township Administrators will follow-up with neighborhood associations to formulate strategies that will address areas where needs are not being met as identified in the surveys and will update neighborhood associations as to the progress of these improvements through meetings and internet postings.

Ordinance Review Committee: Township Administrators will implement and lead the internal Ordinance Review Committee composed of staff from Neighborhood Services, Current Planning, Permits, Code Compliance and Corporation Counsel. The Committee will meet regularly to address issues related to zoning ordinance and development code interpretation, with the primary goal of addressing conflicting/confusing regulatory requirements, in order to provide enhanced service to the public.

Department of Metropolitan Development

Lead-Based Paint Tests and Abatement: In 2000, HUD expanded the requirements for recipients of federal funds to test for and abate lead-based paint in homes that are receiving assistance. In 2001, CDFS will enact policies to help community development corporations and other housing providers implement these new HUD standards.

Automated Document Management: The Permits Division's objective is to convert its documents into a digital format acceptable for input into the document management system resulting in a reduction in the amount of time required to conduct permits research and reviews. Several additional record sets have been targeted for scanning in 2001. In addition, the division will pursue the opportunity for accepting digital submittals.

Tidemark: PermitPlan v2.7 will be implemented. This will enable the division to build new cases and add new fields of information without requiring outside assistance. It will also provide field inspectors the ability to access information from remote locations through use of mobile data units.

M-Track: InspectTrack Mobile Data Field Inspection System with real-time capability will be implemented. This will enhance the inspector's ability to interface with the City of Indianapolis computer systems and improve operating efficiencies from field inspection sites.

Combined and Improved Enforcement Efforts: In 2000, the City and the Health and Hospital Corporation of Marion County began collaborating on a project to share Tidemark technology, which will enhance overall code enforcement efforts. This project will be complete in 2001. Additionally, the Department will improve code enforcement city-wide through the addition of zoning inspectors.

New Sub-Area Plans: In 2001, the Planning Division anticipates preparing one new community plan for an inner-city or at-risk neighborhood. Community planning involves area stakeholders in a collaborative process aimed at strengthening the neighborhood. In preparing a plan, the staff conducts a series of public meetings seeking participation and contribution of ideas from people who live, work and own property in the area.

Special Transportation Studies: In 2001, the Transportation Planning Section of the Division of Planning will conduct special neighborhood and corridor studies as refinements to the Regional Transportation Plan. This will further the goal of making the plan more multimodal within the context of livable communities.

Smart Growth Index: The Smart Growth Index, a software program awarded to the City from the Environmental Protection Agency, will be used to simulate transportation and development scenarios and to measure their outcomes. It will be used as a major tool in the Land Use portion of the Comprehensive Plan Update and will involve converting existing GIS layers and creating new data sources for use in the model.

Brownfields Catalog: In support of the City's commitment to the redevelopment of brownfields, the Department will create a brownfields catalog, which will describe all of the brownfields' sites owned by the City. Each of these sites will be entered according to its redevelopment potential, evaluated for assessment and clean-up activities, and actively marketed to developers.

Department of Metropolitan Development

Policy Goals and Outcomes:

STRENGTHENING NEIGHBORHOODS. The Department empowers citizens by involving them in directing City services (for example, regarding parks, zoning, sewers, and liquor licensing) in ways that will improve their neighborhoods.

Compliance with City Codes

The Department staff works with citizens to provide service in land use, development, infrastructure, and building regulations for promotion of responsible development.

Neighborhood Empowerment

The Department collaborates with citizens and neighborhood organizations to strengthen neighborhoods through commercial revitalization, the elimination of slums and blight, and by ensuring the availability of affordable housing throughout Indianapolis.

Human Services

The Department empowers neighborhoods by providing information and funding to support initiatives for a continuum of housing, workforce development, homeless assistance, youth activities, health centers, senior services, community centers and other service providers.

DEVELOPING A 21ST CENTURY ECONOMY. The Department attracts and maintains businesses to strengthen the economy and keep unemployment low.

Jobs and Economic Development

The Department performs activities that will expand or maintain the tax base and create and retain jobs.

Department of Metropolitan Development

SYSTEMS THAT WORK. The Department develops and implements short and long term goals to encourage sustainable growth in infrastructure systems and information technology.

Meeting Transportation/Traffic Challenge

The Department, through its Transportation Planning Section, provides short and long-range planning services for transit systems including highways, pedestrian transportation systems, air transport systems and air quality preservation initiatives.

EFFICIENT ADMINISTRATION OF THE CITY The Department provides overall managerial services to its divisions as well as combining efforts with other City departments.

Administration

Administration supports all activities of the Department by providing overall policy direction and management, program administration and development, management of budget and purchasing, personnel and clerical services, and distribution of public and internal information.

Administration-Customer Service

The Mayor's Action Center provides customer service to citizens of Indianapolis and serves as a liaison to city departments in resolving citizen complaints.

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Department of Metropolitan Development

Staffing (All staffing levels in the budget book are expressed as Full Time Equivalents, or F.T.E. One F.T.E. is based on a full time employee's work year of 2,080 hours. To calculate F.T.E.'s for part time or seasonal employees, the total of the hours budgeted is divided by 2,080.

Division	Employee Classification	1999 Budget	2000 Budget	Jun-00 Actual	2001 Budget
DIVISION OF ADMINISTRATIVE SERVICES	BI-WEEKLY POSITION FTE	11.00	13.00	9.00	14.00
	SEASONAL STAFF FTE	0.30	0.56	0.37	0.25
	Subtotal Administrative Services Division	11.30	13.56	9.37	14.25
COMMUNITY DEVELOPMENT & FINANCIAL SERV.	BI-WEEKLY POSITION FTE	27.00	28.00	23.00	26.00
	SEASONAL STAFF FTE	0.60	0.76	0.15	0.27
	Subtotal Community Development and Financial Services Division	27.60	28.76	23.15	26.27
DIVISION OF PLANNING	BI-WEEKLY POSITION FTE	45.00	41.00	37.00	41.00
	PART TIME POSITION FTE	0.75	0.00	0.04	0.00
	SEASONAL STAFF FTE	1.00	1.25	0.48	1.25
	Subtotal Planning Division	46.75	42.25	37.52	42.25
NEIGHBORHOOD SERVICES	BI-WEEKLY POSITION FTE	32.00	31.00	31.00	36.00
	PART TIME POSITION FTE	0.78	0.88	0.00	0.00
	Subtotal Neighborhood Services Division	32.78	31.88	31.00	36.00
HISTORIC PRESERVATION	BI-WEEKLY POSITION FTE	4.00	4.00	3.00	5.00
	SEASONAL STAFF FTE	0.20	0.27	0.13	0.25
	Subtotal Historic Preservation	4.20	4.27	3.13	5.25
DIVISION OF PERMITS	BI-WEEKLY POSITION FTE	63.00	66.00	55.00	69.00
	SEASONAL STAFF FTE	0.50	0.75	0.00	0.50
	Subtotal Permits Division	63.50	66.75	55.00	69.50
TOTAL - BIWEEKLY FTE		182.00	183.00	158.00	191.00
TOTAL - PART TIME FTE		1.53	0.88	0.04	0.00
TOTAL - SEASONAL FTE		2.60	3.59	1.13	2.52
GRAND TOTAL		186.13	187.47	159.17	193.52

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Department of Metropolitan Development

Current Year Appropriations

Resources and Requirements

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
710	LICENSES AND PERMITS	5,874,368	5,111,500	5,111,500	5,482,000	370,500	370,500
730	CHARGES FOR SERVICES	-44,676	76,000	76,000	200,000	124,000	124,000
750	INTERGOVERNMENTAL	26,976,502	26,640,169	30,828,439	27,729,071	1,088,902	-3,099,368
760	SALE AND LEASE OF PROPERTY	843,087	265,000	265,000	327,000	62,000	62,000
770	FEES FOR SERVICES	1,022,013	425,000	425,000	358,600	-66,400	-66,400
780	FINES AND PENALTIES	120,158	93,000	93,000	0	-93,000	-93,000
790	MISCELLANEOUS REVENUE	722,740	140,500	140,500	14,000	-126,500	-126,500
820	OTHER FINANCING	2,008	0	0	0	0	0
850	TRANSFERS	620,873	0	0	0	0	0
	From (To) Fund Balance	1,078,477	7,551,512	7,401,512	7,235,425	-316,087	-166,087
Total Resources		37,215,550	40,302,681	44,340,951	41,346,096	1,043,415	-2,994,855
Requirements							
010	PERSONAL SERVICES	6,985,849	7,717,371	7,717,371	8,118,339	400,968	400,968
020	MATERIALS AND SUPPLIES	107,871	176,011	176,011	132,188	-43,823	-43,823
030	OTHER SERVICES AND CHARGES	27,643,926	30,733,350	34,428,334	33,123,582	2,390,232	-1,304,752
040	PROPERTIES AND EQUIPMENT	2,773,018	1,989,225	2,332,511	454,863	-1,534,362	-1,877,648
050	INTERNAL CHARGES	-295,114	-313,276	-313,276	-482,876	-169,600	-169,600
Total Requirements		37,215,550	40,302,681	44,340,951	41,346,096	1,043,415	-2,994,855

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DEPARTMENT OF METROPOLITAN DEVELOPMENT

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	5,561,001	5,959,111	6,136,366	6,411,831	452,720	275,465
110 SALARIES - TEMPORARY	90,608	75,169	75,169	47,040	-28,129	-28,129
120 OVERTIME	36,636	16,793	16,793	15,141	-1,652	-1,652
130 GROUP INSURANCE	447,514	600,431	600,431	614,318	13,887	13,887
140 EMPLOYEE ASSISTANCE PROGRAM	56,168	60,860	60,860	64,175	3,315	3,315
160 PENSION PLANS	322,800	306,892	306,892	262,513	-44,379	-44,379
170 SOCIAL SECURITY	428,016	474,828	474,828	505,488	30,660	30,660
180 UNEMPLOYMENT COMPENSATION	1,889	5,500	5,500	7,000	1,500	1,500
185 WORKER'S COMPENSATION	41,218	38,621	38,621	39,869	1,248	1,248
190 SPECIAL PAY/COMPENSATION	0	179,166	1,911	150,964	-28,202	149,053
TOTAL PERSONAL SERVICES	6,985,849	7,717,371	7,717,371	8,118,339	400,968	400,968
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					5.2%	5.2%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	43,090	43,582	43,582	45,580	1,998	1,998
205 COMPUTER SUPPLIES	53,981	117,978	117,978	71,673	-46,305	-46,305
210 MATERIALS AND SUPPLIES	7,109	10,721	10,721	12,280	1,559	1,559
215 BUILDING MATERIALS AND SUPPLIES	1,394	0	0	100	100	100
220 REPAIR PARTS, TOOLS AND ACCESSORIES	682	750	750	1,255	505	505
230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES	122	50	50	200	150	150
245 UNIFORM AND PERSONAL SUPPLIES	1,494	2,930	2,930	1,100	-1,830	-1,830
TOTAL MATERIALS AND SUPPLIES	107,871	176,011	176,011	132,188	-43,823	-43,823
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-24.9%	-24.9%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	776,182	495,704	495,704	427,500	-68,204	-68,204
303 CONSULTING SERVICES	3,180,807	4,311,036	4,426,616	3,223,914	-1,087,122	-1,202,702
306 ARCHITECTURAL AND ENGINEERING SERVICES	1,171,048	229,500	352,500	1,524,735	1,295,235	1,172,235
309 TECHNICAL SERVICES	512,003	244,690	244,690	269,107	24,417	24,417

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DEPARTMENT OF METROPOLITAN DEVELOPMENT

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
312 MANAGEMENT CONTRACTS	418,400	318,400	433,496	433,496	115,096	0
315 TEMPORARY SERVICES	35,556	48,681	48,681	41,500	-7,181	-7,181
318 BOARDING, DEMOLITION AND RELOCATION	1,251,615	1,000,648	1,100,648	1,151,544	150,896	50,896
321 WASTE COLLECTION AND DISPOSAL	383,781	676,600	768,840	388,500	-288,100	-380,340
323 POSTAGE AND SHIPPING	67,829	112,265	114,065	94,877	-17,388	-19,188
326 COMMUNICATION SERVICES	193,418	250,947	250,947	245,296	-5,651	-5,651
329 TRAVEL AND MILEAGE	40,925	89,440	94,860	74,533	-14,907	-20,327
332 INSTRUCTION AND TUITION	17,775	47,046	47,046	155,150	108,104	108,104
335 INFORMATION TECHNOLOGY	2,250,565	1,494,205	1,494,205	1,895,261	401,056	401,056
338 INFRASTRUCTURE MAINTENANCE	43,925	0	0	20,000	20,000	20,000
341 ADVERTISING	433,545	434,633	434,633	439,050	4,417	4,417
344 PRINTING AND COPYING CHARGES	189,343	239,404	241,604	268,550	29,146	26,946
347 PROMOTIONAL ACCOUNT	6,891	7,500	7,500	7,500	0	0
350 FACILITY LEASE AND RENTALS	430,346	705,150	705,150	500,987	-204,163	-204,163
353 UTILITIES	33,508	18,500	18,500	18,500	0	0
356 EQUIPMENT MAINTENANCE AND REPAIR	17,379	9,619	9,619	18,790	9,171	9,171
362 BUILDING MAINTENANCE AND REPAIR	47,801	68,800	68,800	194,250	125,450	125,450
368 INSURANCE PREMIUMS	14,228	18,928	18,928	18,652	-276	-276
371 MEMBERSHIPS	7,988	10,793	10,793	13,517	2,724	2,724
374 SUBSCRIPTIONS	8,332	15,305	15,305	11,315	-3,990	-3,990
377 LEGAL SETTLEMENTS AND JUDGMENTS	105,405	125,000	125,000	300,000	175,000	175,000
380 GRANTS AND SUBSIDIES	1,255,525	806,630	727,630	95,000	-711,630	-632,630
383 THIRD PARTY CONTRACTS	13,333,319	17,953,926	21,995,158	20,632,058	2,678,132	-1,363,100
392 DEBT SERVICE	1,416,491	1,000,000	177,416	660,000	-340,000	482,584
TOTAL OTHER SERVICES AND CHARGES	27,643,931	30,733,350	34,428,334	33,123,582	2,390,232	-1,304,752
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					7.8%	-3.8%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
400 LAND	2,463,318	825,000	1,918,286	75,000	-750,000	-1,843,286
405 BUILDINGS	0	0	0	5,000	5,000	5,000
410 IMPROVEMENTS	0	750,000	0	0	-750,000	0

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DEPARTMENT OF METROPOLITAN DEVELOPMENT

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
415 FURNISHINGS AND OFFICE EQUIPMENT	305,804	197,025	197,025	255,588	58,563	58,563
420 EQUIPMENT	3,896	47,200	47,200	18,275	-28,925	-28,925
425 VEHICULAR EQUIPMENT	0	40,000	40,000	96,000	56,000	56,000
445 LEASE AND RENTAL OF EQUIPMENT	0	130,000	130,000	5,000	-125,000	-125,000
TOTAL PROPERTIES AND EQUIPMENT	2,773,018	1,989,225	2,332,511	454,863	-1,534,362	-1,877,648
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-77.1%	-80.5%
CHARACTER 050 - INTERNAL CHARGES						
510 CENTRAL SERVICES CHARGES	-343,312	-358,836	-358,836	-617,216	-258,380	-258,380
520 FLEET SERVICES CHARGES	48,197	45,560	45,560	54,340	8,780	8,780
550 INTER DEPARTMENTAL CHARGES	0	0	0	80,000	80,000	80,000
TOTAL INTERNAL CHARGES	-295,114	-313,276	-313,276	-482,876	-169,600	-169,600
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					54.1%	54.1%
TOTAL DEPARTMENT OF METROPOLITAN	37,215,555	40,302,681	44,340,951	41,346,096	1,043,415	-2,994,855
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					2.6%	-6.8%

**Department of Metropolitan Development
Division of Administrative Services****Mission Statement:**

The Division of Administrative Services provides managerial services to divisions within the Department of Metropolitan Development. These services include management of several city-owned properties, and acquisition, disposal and maintenance of property in accordance with established area plans. In addition, the division takes an active role in promoting economic development by leveraging public and private resources to aide in the creation of housing and new employment opportunities.

Organizational Policy:

The Division of Administration is organized in three sections: the Director's Office, Real Estate and Economic Development.

Director's Office

The Director's Office manages DMD and directs implementation of the Mayor's agenda. It also provides support to the Metropolitan Development Commission and serves as a liaison to the City-County Council. Members represent the City on several boards including the Indianapolis Neighborhood Housing Partnership, and the Indiana Theatre Condominium Association.

Real Estate

The Real Estate Section maintains an inventory of city-owned property and acts as the disposition agent for city departments. The section acquires and maintains property under the redevelopment law for DMD and is responsible for property management, which includes the oversight of daily property management carried out by the Indianapolis-Marion County Building Authority relative to the Indianapolis Canal, the Indiana Repertory Theatre building, and the Transportation Center at Union Station.

Economic Development

The Economic Development section assists with the implementation of commercial, industrial and retail development plans, which promote job creation and retention, and increase the tax base. In addition, the section assists with neighborhood projects that revitalize communities. The section also makes recommendations to the Metropolitan Development Commission (MDC) regarding approval of economic incentives, such as tax abatements, and conducts fiscal impact studies in support of the resolutions it makes to the MDC.

**Department of Metropolitan Development
Division of Administrative Services****Significant Events:****Meadows**

The division continues to work with neighborhood-based organizations and developers to design a comprehensive redevelopment plan for the area.

16th & MLK Redevelopment Area

The Real Estate section facilitated the acquisition of property for the redevelopment of the NCAA Distribution Center. The final phase will be acquired and developed in 2001. The Real Estate section will begin Phase II with acquisition and other development activities in 2001.

Union Station

While the Station's head house is entirely leased, the train shed has been vacant for several years. Throughout the spring and summer of 2000, the Metropolitan Development Commission will be entertaining proposals from potential developers concerning reuse opportunities for this portion of the Station. Annual property management for the Station totals \$1 million; full occupancy will likely decrease the City's yearly commitment.

Naval Air Warfare Center (NAWC)

The Naval Air Warfare Center, located on the eastside of Indianapolis, was transferred to the City at no cost in 2000. While the site currently houses some industrial development, the available acreage is targeted for future industrial development and will be transferred to a private developer in 2000. The City will use the land sale proceeds and has applied to the Economic Development Administration for a grant to fund the widening of 16th Street between Shadeland and Arlington Avenues, which will complement future and current development at this site.

Brownfields

The City of Indianapolis has been awarded \$150,000 in supplemental assistance funding from the EPA for the Indianapolis Brownfields' Redevelopment Program. Funds will be used for site assessment throughout the City. The City also received a \$39,984 site assessment grant from the Indiana Development Finance Authority to assess a property in southeastern Center Township. In addition, the City has closed on a former brownfields site, Bemis Bag, that will be developed into a multi-family housing subdivision.

I70 & Keystone Redevelopment Area

The Real Estate Section is in the process of acquiring approximately 300 parcels of land to be redeveloped into a light industrial or commercial area. Property management and related development activities continue to complete this development.

**Department of Metropolitan Development
Division of Administrative Services****Fall Creek Place**

The Real Estate Section is coordinating with the Division of Community Development and Financial Services to acquire and later dispose of property for residential home ownership development. Property management activities are ongoing. In 2000, the Metropolitan Development Commission selected a developer to coordinate the redevelopment activities for this project.

Canal Walk

Property management activities continue at one of downtown Indianapolis' premier pedestrian green-spaces. The Canal Walk is a recipient of The American Society of Landscape Architects Medallion Award for excellence in landscaping and Indianapolis Downtown, Inc.'s landscaping award.

Canal Extension Project

This three-block addition to the downtown Canal Walk will be completed in spring 2001. Besides offering the public a beautiful place to enjoy, it will also be a development amenity.

New Initiatives:

Market Square Arena: The Economic Development section, in coordination with the Division of Planning will conclude an economic feasibility and land use study for the reuse of the Market Square Arena site. An RFP for redevelopment will be issued in late 2000 or early 2001.

Buggs Temple: In July 2000, the DMD issued an RFP for the sale and redevelopment of Buggs Temple, a historically significant structure, which is located at the north end of the Canal Extension Project. The title will be passed in late 2000 or early 2001, after the MDC has selected a redeveloper.

Brownfields Catalog: In support of the City's commitment to the redevelopment of brownfields, the division will create a brownfields' catalog which will describe all of the brownfields' sites owned by the City. Each of these sites will be entered according to its redevelopment potential, evaluated for assessment and clean-up activities, and actively marketed to developers.

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**Department of Metropolitan Development
Division of Administrative Services**

Outcomes and Activities:

JOBS & ECONOMIC DEVELOPMENT. To facilitate and coordinate the implementation of activities that will expand or maintain the tax base within the townships and create and retain jobs.

Economic Development

Indianapolis strives to be competitive by providing economic incentives for companies to maintain, expand, or locate their business in our city. Economic development and fiscal impact analysis studies will be completed to improve our ability to attract new businesses and retain existing businesses to the city, and to ensure that incentives are used to produce real growth-new jobs and new investments.

Real Estate Services

The Real Estate Section provides expertise in acquiring, disposing and managing property. The section serves as a central resource for land use activities for the Department of Metropolitan Development.

ADMINISTRATION. The department provides managerial support to its divisions.

Administration

The Director's Office is responsible for the management of the department and has the responsibility for implementing the Mayor's agenda.

City of Indianapolis**2001 Annual Budget****Department of Metropolitan Development
Division of Administrative Services****Performance Measures:**

Outcome	1999	2000	Jun-00	2001
Activity	Actual	Budget	Actual	Target
JOBS & ECONOMIC DEVELOPMENT				
Economic Development				
Jobs Created	4,646	3,000	704	3,000
Jobs Retained	15,087	10,000	2,008	10,000
Value of Private Investment (in millions)	\$1,143.24	\$200.00	\$35.30	\$200.00
Real Estate				
% of Monthly Project Update	100%	92%	98%	95%
Meetings Completed				
% of Work Orders Completed Within 3	100%	90%	98%	95%
Working Days of Receipt of Request				

City of Indianapolis

2001 Annual Budget

**Department of Metropolitan Development
Division of Administrative Services**

Current Year Appropriations

Resources and Requirements

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
750	INTERGOVERNMENTAL	1,912,289	281,893	281,893	861,887	579,994	579,994
760	SALE AND LEASE OF PROPERTY	842,524	265,000	265,000	327,000	62,000	62,000
770	FEES FOR SERVICES	808,198	300,000	300,000	227,600	-72,400	-72,400
790	MISCELLANEOUS REVENUE	252,786	0	0	0	0	0
	From (To) Fund Balance	-758,200	2,555,302	2,555,302	2,912,737	357,435	357,435
Total Resources		3,057,596	3,402,195	3,402,195	4,329,224	927,029	927,029
Requirements							
010	PERSONAL SERVICES	547,434	724,179	724,179	766,474	42,295	42,295
020	MATERIALS AND SUPPLIES	5,405	11,874	11,874	11,416	-458	-458
030	OTHER SERVICES AND CHARGES	2,440,986	2,615,185	2,615,185	3,409,657	794,472	794,472
040	PROPERTIES AND EQUIPMENT	15,385	92,000	92,000	94,946	2,946	2,946
050	INTERNAL CHARGES	48,386	-41,043	-41,043	46,731	87,774	87,774
Total Requirements		3,057,596	3,402,195	3,402,195	4,329,224	927,029	927,029

City of Indianapolis

2001 Annual Budget

DEPARTMENT OF METROPOLITAN DEVELOPMENT DIVISION OF ADMINISTRATIVE SERVICES

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	453,075	576,528	593,825	629,354	52,826	35,529
110 SALARIES - TEMPORARY	8,294	10,820	10,820	5,200	-5,620	-5,620
120 OVERTIME	155	0	0	0	0	0
130 GROUP INSURANCE	19,032	37,134	37,134	36,830	-304	-304
140 EMPLOYEE ASSISTANCE PROGRAM	3,355	4,163	4,163	4,704	541	541
160 PENSION PLANS	26,052	29,690	29,690	25,673	-4,017	-4,017
170 SOCIAL SECURITY	34,844	45,753	45,753	49,330	3,577	3,577
185 WORKER'S COMPENSATION	2,628	2,794	2,794	2,936	142	142
190 SPECIAL PAY/COMPENSATION	0	17,297	0	12,447	-4,850	12,447
TOTAL PERSONAL SERVICES	547,434	724,179	724,179	766,474	42,295	42,295
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					5.8%	5.8%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	2,585	3,931	3,931	3,880	-51	-51
205 COMPUTER SUPPLIES	1,887	6,348	6,348	5,946	-402	-402
210 MATERIALS AND SUPPLIES	164	1,595	1,595	1,385	-210	-210
215 BUILDING MATERIALS AND SUPPLIES	405	0	0	0	0	0
220 REPAIR PARTS, TOOLS AND ACCESSORIES	215	0	0	205	205	205
230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES	20	0	0	0	0	0
245 UNIFORM AND PERSONAL SUPPLIES	130	0	0	0	0	0
TOTAL MATERIALS AND SUPPLIES	5,405	11,874	11,874	11,416	-458	-458
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-3.9%	-3.9%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	140,000	125,000	125,000	130,000	5,000	5,000
303 CONSULTING SERVICES	1,850,193	1,951,580	2,076,580	1,980,000	28,420	-96,580
306 ARCHITECTURAL AND ENGINEERING SERVICES	106,894	42,000	42,000	766,735	724,735	724,735

City of Indianapolis

2001 Annual Budget

**DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF ADMINISTRATIVE SERVICES**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
309 TECHNICAL SERVICES	118,662	102,319	102,319	120,036	17,717	17,717
315 TEMPORARY SERVICES	1,544	750	750	500	-250	-250
318 BOARDING, DEMOLITION AND RELOCATION	932	0	0	0	0	0
321 WASTE COLLECTION AND DISPOSAL	0	7,000	7,000	8,500	1,500	1,500
323 POSTAGE AND SHIPPING	3,945	5,622	5,622	5,450	-172	-172
326 COMMUNICATION SERVICES	15,077	19,787	19,787	18,064	-1,723	-1,723
329 TRAVEL AND MILEAGE	5,814	11,500	11,500	11,192	-308	-308
332 INSTRUCTION AND TUITION	2,408	7,000	7,000	7,150	150	150
335 INFORMATION TECHNOLOGY	48,706	38,887	38,887	33,003	-5,884	-5,884
338 INFRASTRUCTURE MAINTENANCE	0	0	0	20,000	20,000	20,000
341 ADVERTISING	7,748	2,983	2,983	4,050	1,067	1,067
344 PRINTING AND COPYING CHARGES	12,343	14,900	14,900	15,600	700	700
347 PROMOTIONAL ACCOUNT	6,891	7,500	7,500	7,500	0	0
350 FACILITY LEASE AND RENTALS	31,867	64,374	64,374	63,057	-1,317	-1,317
353 UTILITIES	32,487	18,500	18,500	18,500	0	0
356 EQUIPMENT MAINTENANCE AND REPAIR	0	600	600	250	-350	-350
362 BUILDING MAINTENANCE AND REPAIR	46,018	51,000	51,000	181,000	130,000	130,000
368 INSURANCE PREMIUMS	3,920	12,300	12,300	12,328	28	28
371 MEMBERSHIPS	3,623	5,100	5,100	5,100	0	0
374 SUBSCRIPTIONS	1,917	1,483	1,483	1,642	159	159
380 GRANTS AND SUBSIDIES	0	125,000	0	0	-125,000	0
TOTAL OTHER SERVICES AND CHARGES	2,440,986	2,615,185	2,615,185	3,409,657	794,472	794,472
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					30.4%	30.4%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
400 LAND	0	75,000	75,000	75,000	0	0
405 BUILDINGS	0	0	0	5,000	5,000	5,000
415 FURNISHINGS AND OFFICE EQUIPMENT	14,460	15,500	15,500	14,946	-554	-554
420 EQUIPMENT	925	1,500	1,500	0	-1,500	-1,500

City of Indianapolis**2001 Annual Budget****DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF ADMINISTRATIVE SERVICES**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
TOTAL PROPERTIES AND EQUIPMENT	15,385	92,000	92,000	94,946	2,946	2,946
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					3.2%	3.2%
CHARACTER 050 - INTERNAL CHARGES						
510 CENTRAL SERVICES CHARGES	48,386	58,957	58,957	66,731	7,774	7,774
530 DEPARTMENTAL CHARGES	0	-100,000	-100,000	-100,000	0	0
550 INTER DEPARTMENTAL CHARGES	0	0	0	80,000	80,000	80,000
TOTAL INTERNAL CHARGES	48,386	-41,043	-41,043	46,731	87,774	87,774
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-213.9%	-213.9%
 TOTAL DIVISION OF ADMINISTRATIVE SERVICES	 3,057,596	 3,402,195	 3,402,195	 4,329,224	 927,029	 927,029
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					27.2%	27.2%

**Department of Metropolitan Development
Division of Community Development and Financial Services****Mission Statement:**

The Division of Community Development and Financial Services (CDFS) empowers neighborhoods and builds community partnerships by acquiring, promoting development and effectively managing information and financial resources. The division carries out its mission by providing funds to support initiatives focused on affordable housing, neighborhood empowerment, commercial revitalization, workforce development, homeless assistance, youth activities, senior services, health services and the elimination of slums and blight. Additionally, the division provides financial management for DMD.

Organizational Policy:

CDFS manages the following grants from the U.S. Department of Housing and Urban Development (HUD) in support of these initiatives: the Community Development Block Grant, the HOME Investments Partnership Program, the Emergency Shelter Grant, the Housing Opportunities for Persons with AIDs Program, the Home Ownership Zone Grant and the Supportive Housing Program.

Significant Events:**Affordable Housing**

In 1999, CDFS supported the repair of 334 owner-occupied homes, the creation of 96 new home ownership opportunities and the rehabilitation of 104 rental units. For 2000, the City has entered into contracts with community development corporations and other non-profit organizations, which at a minimum will result in the repair of 340 owner-occupied homes and the creation of 81 new home ownership opportunities. The division anticipates creating, rehabilitating, or improving more than 164 rental units.

Fall Creek Place

Construction in Fall Creek Place, a federally designated Home Ownership Zone, will continue through 2000 and into 2001. The Division will coordinate the community's effort to build or rehabilitate nearly 322 homes, as well as new parks and infrastructure to support these units.

Neighborhood Empowerment

The City provided technical assistance and funds to eight umbrella neighborhood associations located within seven targeted neighborhoods. Grants were awarded to these groups to implement approximately 25 projects each year, which are identified and prioritized by the neighborhood.

**Department of Metropolitan Development
Division of Community Development and Financial Services****Commercial Revitalization**

The division continues to support the improvement of commercial facades by providing matching funds to local businesses for exterior improvements. In 1999 and 2000, the division continued to assist the Economic Development staff with land acquisition and household relocation for the purpose of developing an industrial/commercial park at the I-70 and Keystone interchange.

Unsafe Buildings and Sites

In 2000, CDFS budgeted for securing and/or demolition of 3,000 unsafe buildings and the remediation of four environmentally contaminated sites.

The Annual Action Plan

Each year, the division prepares an Action Plan that details how the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Shelter Grant (ESG), and Housing for Persons with AIDS Program (HOPWA) will be utilized in Indianapolis. Collectively, these grant programs total more than \$17 million. These actions must meet the goals and objectives of a five-year strategic plan entitled the Consolidated Plan.

Homeless Assistance

CDFS competes for HUD grant funds to address and prevent homelessness. In 2000, the division was awarded approximately \$3.2 million for ten projects that provide homeless individuals with transitional and permanent housing and supportive services. An additional \$1 million was awarded on a formula basis to the City for shelters and programs assisting the homeless or persons at risk of homelessness.

Youth Activities, Senior Services, and Health Services

Provides funds to more than 24 youth service providers for summer activities. CDFS also works with several community organizations to provide persons with senior services and health services. It is estimated that more than 5,200 persons will be served by these projects in 2000.

Elimination of Slums and Blight

The City works with the Health and Hospital Corporation of Marion County to board and demolish unsafe buildings. In 1999, 951 unsafe buildings were boarded and 224 houses were demolished. Additionally, the City has and will continue to redevelop formerly environmentally unsafe land for future development.

Financial Services

The division provides financial management for DMD, which in 2000 is proposing a budget of more than \$40 million. This includes budgeting, cash management, loan servicing, internal controls and financial reporting. The division enables line managers to manage budgets through on-line procurement of goods and services, on-line access to budgets, and increased training in activity-based costing.

**Department of Metropolitan Development
Division of Community Development and Financial Services**

Mark-to-Market Program

During 2000, division staff initiated the refinancing of Section 8 rental housing projects, totaling 327 units of affordable housing. These units will be maintained in the inventory for Marion County residents.

New Initiatives:

Transitional Living Program for Youth: In July of 2000, DMD applied for three years of federal funding in the amount of \$596,760 from the Department of Health and Human Services. Funds will be used to provide fourteen units of transitional housing for homeless youth between the ages 16 - 21.

Lead-Based Paint Tests and Abatement: In 2000, HUD expanded the requirements for recipients of federal funds to test for and abate lead-based paint in homes that are receiving assistance. In 2001 CDFS will enact policies to help community development corporations and other housing providers implement these new HUD standards.

Outcomes and Activities:

HUMAN SERVICES. The division invests in community centers, health centers and other service providers.

Youth and Family Services

The division works with partners in the community to provide funds for programming and transportation for senior citizens, access to health care and youth activities.

NEIGHBORHOOD EMPOWERMENT. Establishes a resident and community-based framework in which citizens can work cooperatively with the City to direct and sustain the physical, social and economic development of their neighborhoods.

Grants Management

The division manages grant funding according to applicable regulations in order to continue activities that support affordable housing and community development.

**Department of Metropolitan Development
Division of Community Development and Financial Services**

Housing Development

The division assists in coordinating new construction and rehabilitation of affordable housing structures for low to moderate-income families.

Project Development

The division provides financial and project management support for community development projects within the Neighborhood Revitalization Strategy Area.

Unsafe & Abandoned Buildings

The division coordinates with Health and Hospital Corporation of Marion County on the boarding and demolition of unsafe and abandoned structures.

JOB and ECONOMIC DEVELOPMENT. The department performs activities that will expand or maintain the tax base and create and retain jobs.

Commercial Revitalization

The division provides funds to upgrade commercial facades within neighborhoods targeted for revitalization. The division also provides funds for the construction or rehabilitation of commercial structures.

ADMINISTRATION. The division provides financial management support to the other divisions within DMD.

Financial Management

The division manages DMD's budget, loan servicing, internal controls, cash management and financial reporting.

City of Indianapolis**2001 Annual Budget****Department of Metropolitan Development
Division of Community Development and Financial Services****Performance Measures:**

Outcome	1999	2000	Jun-00	2001
Activity	Actual	Budget	Actual	Target
COMMUNITY DEVELOPMENT				
Grants Management				
Amount of HOME Funds Committed	\$4,300,000	\$5,500,000	\$3,700,000	\$6,700,000
Number of On-Site Monitoring Visits Completed	64	65	36	63
Number of Residential Units Assisted	534	540	205	550
Unsafe and Abandoned Buildings				
Units Boarded by City	951	750	664	850
Units Boarded by Owner	735	750	391	800
Demolished by City	224	230	76	230
Demolished by Owner	269	260	123	260

City of Indianapolis

2001 Annual Budget

**Department of Metropolitan Development
Division of Community Development and Financial Services**

Current Year Appropriations

Resources and Requirements

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
730	CHARGES FOR SERVICES	-85,950	0	0	0	0	0
750	INTERGOVERNMENTAL	22,701,540	23,003,581	27,068,851	23,828,966	825,385	-3,239,885
760	SALE AND LEASE OF PROPERTY	313	0	0	0	0	0
770	FEES FOR SERVICES	-300	0	0	0	0	0
780	FINES AND PENALTIES	4,163	0	0	0	0	0
790	MISCELLANEOUS REVENUE	319,204	0	0	0	0	0
820	OTHER FINANCING	2,008	0	0	0	0	0
850	TRANSFERS	563,483	0	0	0	0	0
	From (To) Fund Balance	278,489	2,871,651	2,721,651	2,150,083	-721,568	-571,568
Total Resources		23,782,950	25,875,232	29,790,502	25,979,049	103,817	-3,811,453
Requirements							
010	PERSONAL SERVICES	1,135,841	1,288,574	1,288,574	1,208,664	-79,910	-79,910
020	MATERIALS AND SUPPLIES	7,304	10,800	10,800	8,000	-2,800	-2,800
030	OTHER SERVICES AND CHARGES	20,137,034	23,111,277	26,683,261	24,798,166	1,686,889	-1,885,095
040	PROPERTIES AND EQUIPMENT	2,490,523	1,529,000	1,872,286	23,900	-1,505,100	-1,848,386
050	INTERNAL CHARGES	12,248	-64,419	-64,419	-59,681	4,738	4,738
Total Requirements		23,782,950	25,875,232	29,790,502	25,979,049	103,817	-3,811,453

City of Indianapolis

2001 Annual Budget

DEPARTMENT OF METROPOLITAN DEVELOPMENT COMMUNITY DEVELOPMENT & FINANCIAL SERV.

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	914,243	996,676	1,024,667	964,107	-32,569	-60,560
110 SALARIES - TEMPORARY	14,495	12,800	12,800	4,760	-8,040	-8,040
120 OVERTIME	180	0	0	0	0	0
130 GROUP INSURANCE	70,811	96,913	96,913	84,424	-12,489	-12,489
140 EMPLOYEE ASSISTANCE PROGRAM	8,587	10,018	10,018	8,735	-1,283	-1,283
160 PENSION PLANS	51,457	51,328	51,328	39,587	-11,741	-11,741
170 SOCIAL SECURITY	69,715	79,512	79,512	76,075	-3,437	-3,437
180 UNEMPLOYMENT COMPENSATION	0	5,500	5,500	0	-5,500	-5,500
185 WORKER'S COMPENSATION	6,353	5,925	5,925	5,412	-513	-513
190 SPECIAL PAY/COMPENSATION	0	29,902	1,911	25,564	-4,338	23,653
TOTAL PERSONAL SERVICES	1,135,841	1,288,574	1,288,574	1,208,664	-79,910	-79,910
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-6.2%	-6.2%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	5,384	7,550	7,550	5,700	-1,850	-1,850
205 COMPUTER SUPPLIES	1,764	2,950	2,950	2,300	-650	-650
210 MATERIALS AND SUPPLIES	142	300	300	0	-300	-300
215 BUILDING MATERIALS AND SUPPLIES	14	0	0	0	0	0
TOTAL MATERIALS AND SUPPLIES	7,304	10,800	10,800	8,000	-2,800	-2,800
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-25.9%	-25.9%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	461,181	231,204	231,204	215,000	-16,204	-16,204
303 CONSULTING SERVICES	592,467	602,148	592,728	300,000	-302,148	-292,728
306 ARCHITECTURAL AND ENGINEERING SERVICES	246,434	150,000	150,000	280,000	130,000	130,000
309 TECHNICAL SERVICES	331,757	68,870	68,870	81,952	13,082	13,082
312 MANAGEMENT CONTRACTS	418,400	318,400	433,496	433,496	115,096	0

City of Indianapolis

2001 Annual Budget

DEPARTMENT OF METROPOLITAN DEVELOPMENT COMMUNITY DEVELOPMENT & FINANCIAL SERV.

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
315 TEMPORARY SERVICES	11,669	18,930	18,930	12,000	-6,930	-6,930
318 BOARDING, DEMOLITION AND RELOCATION	1,250,683	1,000,648	1,100,648	1,151,544	150,896	50,896
321 WASTE COLLECTION AND DISPOSAL	383,781	669,600	761,840	380,000	-289,600	-381,840
323 POSTAGE AND SHIPPING	7,684	14,693	16,493	9,172	-5,521	-7,321
326 COMMUNICATION SERVICES	23,936	25,070	25,070	25,701	631	631
329 TRAVEL AND MILEAGE	7,538	19,575	24,995	11,978	-7,597	-13,017
332 INSTRUCTION AND TUITION	4,065	6,450	6,450	4,200	-2,250	-2,250
335 INFORMATION TECHNOLOGY	102,298	73,587	73,587	103,110	29,523	29,523
338 INFRASTRUCTURE MAINTENANCE	43,925	0	0	0	0	0
341 ADVERTISING	2,807	2,400	2,400	3,100	700	700
344 PRINTING AND COPYING CHARGES	24,927	16,500	18,700	19,500	3,000	800
350 FACILITY LEASE AND RENTALS	116,931	126,171	126,171	68,755	-57,416	-57,416
353 UTILITIES	1,022	0	0	0	0	0
356 EQUIPMENT MAINTENANCE AND REPAIR	204	0	0	0	0	0
362 BUILDING MAINTENANCE AND REPAIR	235	2,300	2,300	8,000	5,700	5,700
368 INSURANCE PREMIUMS	441	475	475	300	-175	-175
371 MEMBERSHIPS	1,052	700	700	1,000	300	300
374 SUBSCRIPTIONS	2,860	3,000	3,000	2,300	-700	-700
377 LEGAL SETTLEMENTS AND JUDGMENTS	105,405	125,000	125,000	300,000	175,000	175,000
380 GRANTS AND SUBSIDIES	1,245,525	681,630	727,630	95,000	-586,630	-632,630
383 THIRD PARTY CONTRACTS	13,333,319	17,953,926	21,995,158	20,632,058	2,678,132	-1,363,100
392 DEBT SERVICE	1,416,491	1,000,000	177,416	660,000	-340,000	482,584
TOTAL OTHER SERVICES AND CHARGES	20,137,034	23,111,277	26,683,261	24,798,166	1,686,889	-1,885,095
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					7.3%	-7.1%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
400 LAND	2,463,318	750,000	1,843,286	0	-750,000	-1,843,286
410 IMPROVEMENTS	0	750,000	0	0	-750,000	0
415 FURNISHINGS AND OFFICE EQUIPMENT	26,306	29,000	29,000	23,900	-5,100	-5,100

City of Indianapolis

2001 Annual Budget

**DEPARTMENT OF METROPOLITAN DEVELOPMENT
COMMUNITY DEVELOPMENT & FINANCIAL SERV.**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
420 EQUIPMENT	900	0	0	0	0	0
TOTAL PROPERTIES AND EQUIPMENT	2,490,523	1,529,000	1,872,286	23,900	-1,505,100	-1,848,386
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-98.4%	-98.7%
CHARACTER 050 - INTERNAL CHARGES						
510 CENTRAL SERVICES CHARGES	12,248	15,061	15,061	20,319	5,258	5,258
520 FLEET SERVICES CHARGES	0	520	520	0	-520	-520
530 DEPARTMENTAL CHARGES	0	-80,000	-80,000	-80,000	0	0
TOTAL INTERNAL CHARGES	12,248	-64,419	-64,419	-59,681	4,738	4,738
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-7.4%	-7.4%
 TOTAL COMMUNITY DEVELOPMENT & FINANCIAL	 23,782,950	 25,875,232	 29,790,502	 25,979,049	 103,817	 -3,811,453
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					0.4%	-12.8%

**Department of Metropolitan Development
Division of Planning****Mission Statement:**

The Division of Planning combines professional expertise with broad-based community input for the development of short and long-term goals, the creation and maintenance of comprehensive plans and policies, and the recommendation of implementation actions, encouraging sustainable growth patterns in the Indianapolis-Marion County metropolitan area.

Organizational Policy:

In 2000, DMD's Division of Planning and the Current Planning Section joined into one division. Utilizing the zoning process, two staffs work closely in the development and implementation of new long-range plans.

The Division of Planning is organized into six functional areas:

Administration

Administration supports all activities of the Division by providing:

- overall policy direction
- policy management
- program administration
- program development
- finance
- purchasing
- personnel
- clerical services
- distribution of public and internal information.

Comprehensive Planning

The primary function of the Comprehensive Planning Section is preparation of updates to the Comprehensive Plan for Marion County. The section also prepares smaller area plans, typically for suburban areas and corridors, and occasional special area plans. Additionally, the section examines and documents land use and urbanization trends in Marion County. It also conducts required special studies, such as cost-benefit analyses and future development projections.

**Department of Metropolitan Development
Division of Planning****Current Planning**

The Current Planning Section processes all land use petitions in the most efficient manner possible; provides professional recommendations regarding those petitions; and reviews, revises and updates the zoning ordinances to reflect community needs.

Information Resources and Policy Analysis

The Information Resources and Policy Analysis (IRPA) Section compiles and analyzes housing and other demographic information, which is then used to develop housing policies, homeless assistance strategies, population forecasts and other reports. In Marion County, the IRPA Section serves as a data repository for the US Census, Social Assets and Vulnerability Indicators (SAVI) data, the federal Home Mortgage Disclosure Act (HMDA) data and aggregated local permit data.

Sub-area Planning

The Sub-area Planning Section prepares smaller area plans, usually designed for older inner-city neighborhoods and corridors, as well as the Regional Center and special districts. Working in conjunction with community organizations, the section formulates neighborhood, corridor and redevelopment area plans. An important ongoing function of Sub-area Planning is a quarterly update to the City's comprehensive database of Registered Neighborhood Organizations, churches and schools. These lists are supplied to land development petitioners (for variances, rezonings, etc.), City departments, the Alcoholic Beverage Commission and other interested parties to use when notifying the public of proposed actions. Specialized data requests, including custom maps, are prepared frequently by staff in this section using the City's geographic information system (GIS).

Transportation Planning

The Transportation Planning Section of the Division serves as the Metropolitan Planning Organization (MPO) for the entire Indianapolis Metropolitan Planning Area (MPA). The MPA includes not only all of Marion County, but also the urbanized portions of the eight surrounding counties. In order for local units of government within the MPA to qualify for federal highway and transportation funding, coordinated area-wide planning for the entire metropolitan region must first be accomplished through the efforts of the MPO. The Transportation Planning Section therefore provides short and long-range planning services for transit systems, highways, arterial and collector roadway systems, bicycle and pedestrian transportation systems, air transport systems and air quality preservation initiatives.

Significant Events:**Wellfield Protection Zoning - Implementation**

Staff assists the Marion County Wellfield Education Corporation (MCWEC) in the development and implementation of the public education and voluntary business registration components of the Wellfield Protection Program. In addition, Indianapolis was awarded Groundwater Guardian status for the successful and continued partnership with Marion County Wellfield Corp. in the development and implementation of the Wellfield Protections Program. This project will continue in 2001.

**Department of Metropolitan Development
Division of Planning****CoNECTions - Major Investment Study**

The CoNECTions study has been conducted to identify strategies that will alleviate current and projected future traffic. It also aims to improve mobility throughout the northeast corridor between downtown Indianapolis and the suburban communities in the northeast, including Fishers, Noblesville and Carmel. A final report is expected in the fall of 2000. In 2001, staff will continue with follow-up activities related to recommendations made from the CoNECTions study.

Knozone Public Awareness Program

Accomplishments for the 2000 season include more television and radio ad campaigns, continuation of the elementary school program and reduced bus fares on Knozone Action Days. This project will continue in 2001.

Information Resource Center

The Online Information Resource Center consists of three components. These include access to electronic resources through the Dow Jones Interactive service, converted to Division of Planning documents, and the creation of electronic indexes to the Division's documents. In 2001, IRPA will contract with an outside firm to provide digital abstracts of the documents in the Division's Master File. Conversion of these documents and indexing will make them easier to use for staff and the general public.

Census 2000 - Local support for the US Census

Staff assisted the US Census Bureau in the preparation of a local Census Awareness program by increasing community participation and involvement in the Census 2000.

Update of the Marion County Comprehensive Land Use Plan

A twenty-month planning process has been initiated and will ultimately lead to a complete rewrite of the Comprehensive Plan for Marion County. This process already includes work completed with the Township Needs Assessments and the Indianapolis-Marion County Development Assets Book. The Comprehensive Plan will be developed for the entire county, rather than for each township. This will accommodate issues crossing township boundaries, including infrastructure and watersheds. The Plan will also address issues related to development competition among the townships.

Regional Center Plan Update

The Regional Center Plan Update is a portion of the update to the Comprehensive Plan. This update focuses on identifying and prioritizing strategies for economic development, housing, job creation, entertainment and recreation, and retail shopping in the Regional Center for the next 20 years (year 2000 through year 2020).

**Department of Metropolitan Development
Division of Planning****Congestion Management System**

Transportation Planning will continue to identify and facilitate low-cost means of reducing traffic congestion. These include intelligent transportation systems, demand management initiatives and signal interconnect projects.

Continue to Update Zoning Ordinances

The Current Planning Section will continue to monitor all of the zoning ordinances to ensure appropriate interpretation and/or use. As issues arise, changes can be made through the public hearing process. The section will also be responsible for changes to ordinances or new ordinances recommended by elected officials, the administration or the general public.

Technology

The Current Planning Section will continue to improve public access to records and to make zoning research more accurate and efficient through enhanced computer technology. Specific tasks include maintenance and update of the zoning base map files, continual upgrading of zoning background information and documentation of other land use petitions processed through the office.

Petitions Processed

A total of **569** petitions have been processed as of June 21, 2000. In 1999, 1272 petitions were processed.

New Initiatives:

New Sub-area Plans: In 2001, the Sub-area Planning Section anticipates preparing one new community plan for an inner-city or at-risk neighborhood. Community planning involves area stakeholders in a collaborative process aimed at strengthening the neighborhood. In preparing a plan, the staffs conducts a series of public meetings seeking participation and contribution of ideas from people who live, work and own property in the area.

Redevelopment Area Plans: Staff will assist in developing redevelopment area plans in 2001, similar to those done for the Consolidated Building at 115 N Pennsylvania or Meridian Place at Meridian and Vermont. The need for redevelopment plans is coordinated among the Economic Development, Community Development and Financial Services, and Planning staffs. Staff prepares the information necessary for the Metropolitan Development Commission to declare a redevelopment area. Establishment of a redevelopment area allows government to accomplish a wide variety of public goals, including acquisition of endangered properties and the ability to accept proposals for new development.

Website Monitoring: IRPA will provide website management, in coordination with other DMD web coordinators and the Public Information Officer. As part of its web-based efforts, IRPA will research the viability and costs of providing an Online Community Forum. In order to increase citizen Internet access and awareness, IRPA will explore the possibility of applying for a Technology Opportunities Program Grant from the Indiana Department of Commerce.

**Department of Metropolitan Development
Division of Planning**

Special Transportation Studies: Transportation Planning will conduct special neighborhood and corridor studies as refinements to the Regional Transportation Plan. This also furthers the goal of making the plan more multimodal within the context of livable communities.

Smart Growth Index: The Smart Growth Index, a software program awarded to the City from the Environmental Protection Agency, will be used to simulate transportation and development scenarios and to measure their outcomes. It will be used as a major tool in the Land Use portion of the Comprehensive Plan Update, and will involve converting existing GIS layers and creating new data sources for use in the model.

Outcomes and Activities:

NEIGHBORHOOD EMPOWERMENT. The department enables citizens to work with the City to physically, socially and economically develop their neighborhoods.

Sub-area Planning

Sub-area Planning provides planning and technical assistance to neighborhoods, parks and other areas of Marion County. Plans are prepared which assess the housing demand in neighborhoods undergoing redevelopment, analyze existing conditions and provide information for areas where redevelopment is scheduled.

Zoning

The Current Planning Section is the primary source for assisting Marion County residents in the various avenues of the land use process. These include petitions, review and negotiation, mediation and remonstrance relating to land use. The Current Planning Section will continue to effectively process approximately 1,100-1,200 land use petitions each year. Dockets and notices will be prepared in a timely manner in order for petitioners, neighborhood residents and public officials to be well informed of proposals. Staff reports outlining professional land use issues will continue to be provided to decision-makers.

Ordinance/Rules

The Current Planning Section of the division is responsible for the revision of Zoning Ordinances. These are updated on a regular basis in order to remain current with the needs of the City and to ensure continuity countywide. The application of zoning ordinances in a fair and equitable manner promotes safe and strong neighborhoods.

Administration

Administration provides managerial support to the Planning Division.

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**Department of Metropolitan Development
Division of Planning**

JOBS & ECONOMIC DEVELOPMENT. The department performs activities that will expand or maintain the tax base and create and retain jobs.

Information Resources/Policy Analysis

Information Resources/Policy Analysis performs demographic analyses to support economic and housing development efforts and to provide information essential for census data compilation.

Comprehensive Planning

Comprehensive Planning coordinates large-scale planning analyses regarding land use and development, infrastructure programming, environmental impacts and military base reuse policies. This section also oversees a complete inventory of vacant land that may have potential industrial use, as well as prescribes and evaluates public policies pertaining to ground water and wellfield protection strategies.

MEETING TRANSPORTATION/TRAFFIC CHALLENGES. The department performs activities that will address specific traffic needs of the citizens of Indianapolis and surrounding Metropolitan area.

Transportation Planning

Transportation Planning formulates plans and programs specific to the transportation needs of the citizens of the Indianapolis Metropolitan Planning Area. These plans identify high traffic areas, forecast the City's future transportation needs and provide detailed analysis of how the City can effectively address transportation issues.

City of Indianapolis

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**Department of Metropolitan Development
Division of Planning**

Performance Measures:

Outcome Activity	1999 Actual	2000 Budget	Jun-00 Actual	2001 Target
JOBS & ECONOMIC DEVELOPMENT				
Information Resources and Policy Analysis, and Comprehensive Planning				
Percentage of public information requests responded to within 4 business hours *	N/A	N/A	N/A	90%
Percentage of customer satisfaction surveys completed within 1 month of the completion of each major component of the comprehensive plan *	N/A	N/A	N/A	80%
NEIGHBORHOOD EMPOWERMENT				
Sub-area Planning, and Current Planning				
Percentage of customer satisfaction surveys completed within 1 month of the printing of each newly adopted community plan	100%	100%	97%	90%
Percentage of Registered Neighborhood Books completed and printed on schedule (within 30 days of the conclusion of each quarter)	N/A	100%	100%	90%
Percentage of petitions processed within 72 hours of receipt	99%	95%	100%	95%
Percentage of legal notices processed within 28 days of hearing	98%	95%	86.6%	95%
Percentage of staff reports issued 7 days prior to hearing	100%	95%	100%	95%
EFFICIENT TRAFFIC FLOW				
Transportation Planning				
Percentage of Quarterly Status Reports completed five working days prior to due date at INDOT *	N/A	N/A	N/A	95%
Percentage of IRTIP notices completed three working days prior to publication *	N/A	N/A	N/A	90%
<i>*New for 2001</i>				

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**Department of Metropolitan Development
Division of Planning**

Current Year Appropriations

Resources and Requirements

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
710	LICENSES AND PERMITS	561,456	538,000	538,000	560,000	22,000	22,000
730	CHARGES FOR SERVICES	1,250	25,000	25,000	200,000	175,000	175,000
750	INTERGOVERNMENTAL	2,179,422	3,010,409	3,133,409	2,672,253	-338,156	-461,156
780	FINES AND PENALTIES	5,510	0	0	0	0	0
790	MISCELLANEOUS REVENUE	150,294	115,500	115,500	5,000	-110,500	-110,500
850	TRANSFERS	57,390	0	0	0	0	0
	From (To) Fund Balance	1,813,875	1,324,236	1,324,236	1,330,853	6,617	6,617
Total Resources		4,769,198	5,013,145	5,136,145	4,768,106	-245,039	-368,039
Requirements							
010	PERSONAL SERVICES	1,945,723	1,897,111	1,897,111	1,898,630	1,519	1,519
020	MATERIALS AND SUPPLIES	33,038	27,972	27,972	27,800	-172	-172
030	OTHER SERVICES AND CHARGES	2,639,881	2,898,779	3,021,779	2,635,611	-263,168	-386,168
040	PROPERTIES AND EQUIPMENT	49,285	64,755	64,755	62,226	-2,529	-2,529
050	INTERNAL CHARGES	101,270	124,528	124,528	143,839	19,311	19,311
Total Requirements		4,769,198	5,013,145	5,136,145	4,768,106	-245,039	-368,039

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**DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF PLANNING**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	1,539,372	1,470,228	1,514,336	1,488,013	17,785	-26,323
110 SALARIES - TEMPORARY	48,983	22,100	22,100	22,620	520	520
120 OVERTIME	529	1,001	1,001	0	-1,001	-1,001
130 GROUP INSURANCE	120,513	144,587	144,587	145,012	425	425
140 EMPLOYEE ASSISTANCE PROGRAM	14,031	13,129	13,129	13,776	647	647
160 PENSION PLANS	90,477	75,716	75,716	61,148	-14,568	-14,568
170 SOCIAL SECURITY	119,690	117,538	117,538	118,675	1,137	1,137
180 UNEMPLOYMENT COMPENSATION	1,889	0	0	0	0	0
185 WORKER'S COMPENSATION	10,239	8,704	8,704	8,706	2	2
190 SPECIAL PAY/COMPENSATION	0	44,108	0	40,680	-3,428	40,680
TOTAL PERSONAL SERVICES	1,945,723	1,897,111	1,897,111	1,898,630	1,519	1,519
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					0.1%	0.1%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	12,499	11,550	11,550	11,050	-500	-500
205 COMPUTER SUPPLIES	18,590	14,673	14,673	15,000	327	327
210 MATERIALS AND SUPPLIES	1,634	1,249	1,249	1,250	1	1
215 BUILDING MATERIALS AND SUPPLIES	237	0	0	0	0	0
220 REPAIR PARTS, TOOLS AND ACCESSORIES	11	500	500	500	0	0
230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES	27	0	0	0	0	0
245 UNIFORM AND PERSONAL SUPPLIES	39	0	0	0	0	0
TOTAL MATERIALS AND SUPPLIES	33,038	27,972	27,972	27,800	-172	-172
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-0.6%	-0.6%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	173,318	135,000	135,000	80,000	-55,000	-55,000
303 CONSULTING SERVICES	544,519	1,627,308	1,627,308	943,914	-683,394	-683,394

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2001 Annual Budget

**DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF PLANNING**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
306 ARCHITECTURAL AND ENGINEERING SERVICES	814,600	0	123,000	475,000	475,000	352,000
309 TECHNICAL SERVICES	32,190	27,298	27,298	27,288	-10	-10
315 TEMPORARY SERVICES	20,604	18,000	18,000	19,500	1,500	1,500
323 POSTAGE AND SHIPPING	33,815	40,399	40,399	53,189	12,790	12,790
326 COMMUNICATION SERVICES	27,825	32,871	32,871	25,650	-7,221	-7,221
329 TRAVEL AND MILEAGE	14,054	29,457	29,457	24,580	-4,877	-4,877
332 INSTRUCTION AND TUITION	5,255	14,600	14,600	23,800	9,200	9,200
335 INFORMATION TECHNOLOGY	311,124	297,110	297,110	249,714	-47,396	-47,396
341 ADVERTISING	421,421	425,700	425,700	428,100	2,400	2,400
344 PRINTING AND COPYING CHARGES	103,860	126,151	126,151	157,300	31,149	31,149
350 FACILITY LEASE AND RENTALS	122,541	117,889	117,889	110,961	-6,928	-6,928
356 EQUIPMENT MAINTENANCE AND REPAIR	1,879	3,499	3,499	13,000	9,501	9,501
362 BUILDING MAINTENANCE AND REPAIR	0	0	0	250	250	250
368 INSURANCE PREMIUMS	134	0	0	0	0	0
371 MEMBERSHIPS	1,007	2,454	2,454	2,252	-202	-202
374 SUBSCRIPTIONS	1,740	1,043	1,043	1,113	70	70
380 GRANTS AND SUBSIDIES	10,000	0	0	0	0	0
TOTAL OTHER SERVICES AND CHARGES	2,639,886	2,898,779	3,021,779	2,635,611	-263,168	-386,168
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-9.1%	-12.8%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
415 FURNISHINGS AND OFFICE EQUIPMENT	49,007	64,755	64,755	62,226	-2,529	-2,529
420 EQUIPMENT	278	0	0	0	0	0
TOTAL PROPERTIES AND EQUIPMENT	49,285	64,755	64,755	62,226	-2,529	-2,529
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-3.9%	-3.9%
CHARACTER 050 - INTERNAL CHARGES						
510 CENTRAL SERVICES CHARGES	101,270	124,528	124,528	143,839	19,311	19,311

City of Indianapolis**2001 Annual Budget****DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF PLANNING**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
TOTAL INTERNAL CHARGES	101,270	124,528	124,528	143,839	19,311	19,311
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					15.5%	15.5%
TOTAL DIVISION OF PLANNING	4,769,202	5,013,145	5,136,145	4,768,106	-245,039	-368,039
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-4.9%	-7.2%

**Department of Metropolitan Development
Division of Neighborhood Services****Mission Statement:**

The Division of Neighborhood Services directly links Indianapolis residents, neighborhood groups, and associations to City services by providing high quality customer service and a dedicated link to City departments.

Organizational Policy:

The Division of Neighborhood Services consists of two sections:

The Township Administrators

- Facilitate and enhance communication between members of the public and city government.
- Assist neighborhood residents, community organizations and businesses in identifying the need for city services.
- Enlist citizen and business participation with government and increase public awareness of the programs and services the City of Indianapolis has to offer.

Township Administrators are assigned to a geographical territory. They are dedicated to bringing government closer to the citizens by connecting residents, businesses and community organizations to city and county services. Also, Township Administrators provide information to residents, businesses, and community organizations to increase their understanding of how government works, who makes it work and how best to facilitate solutions. Further, Township Administrators assist citizens, businesses and community organizations in understanding the process for gaining zoning and various approvals and permits; facilitating land use negotiations between developers, businesses and neighborhood organizations; and educating citizens and neighborhood organizations on code requirements.

The Mayor's Action Center

- Provides citizens with one central point to request information about City services and to request assistance in handling requests for service delivery.

The Mayor's Action Center is a centralized call-center that provides information to citizens and initiates service requests on their behalf to City departments. Additionally, the Mayor's Action Center serves as the public switchboard for the City-County Building.

**Department of Metropolitan Development
Division of Neighborhood Services****Significant Events:****Community Problem Solving**

Township administrators actively engaged neighborhood residents in community change. Administrators collaborated with neighborhoods on issues such as zoning and code enforcement, police and security issues, concerns about schools and education, the maintenance of parks and the quality of park programs, and other quality of life issues. Examples of community problem solving are:

- Served as a catalyst for the development of Towne Run Trail Park.
- Advocated the zoning of the Interstate Highways to regulate outdoor advertising signs on previously un-zoned property.
- Established meetings with the United States Postal Service to discuss future plans for the Rainbow Station and Nora branches.

New Initiatives:

Technology: In conjunction with the Department of Public Works and SCT, the Mayor's Action Center continues to participate in the development of improved technology-driven communication systems between the service delivery organizations and the Mayor's Action Center. The goal is to enhance service delivery and Center responsiveness to citizen requests.

City Performance Review: The Township Administrators will create and distribute a survey to neighborhood organizations to analyze the performance of the City and the Township Administrators' efforts to meet neighborhood needs. The Township Administrators will follow-up with neighborhood associations to formulate strategies that will address areas where needs are not being met as identified in the surveys and will update neighborhood associations as to the progress of these improvements through meetings and internet postings.

Ordinance Review Committee: Township Administrators will implement and lead the internal Ordinance Review Committee composed of staff from Neighborhood Services, Current Planning, Permits, Code Compliance and Corporation Counsel. The Committee will meet regularly to address issues related to zoning ordinance and development code interpretation, with the primary goal of addressing conflicting/confusing regulatory requirements, to provide enhanced service to the public.

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**Department of Metropolitan Development
Division of Neighborhood Services**

Outcome and Activities:

NEIGHBORHOOD EMPOWERMENT. The department enables citizens to work with the City to develop their neighborhoods physically, socially, and economically.

Customer Service

One of the division's visions is to provide quality customer service by responding to inquiries/requests for service from township residents and businesses. Staff members provide direct assistance or referral to the appropriate agency/department with the goal of responding within one business day of the request. Direct interaction with the community's leadership and participation on the Township Teams (a team of city representatives from all the city departments chaired by the Township Administrators) promote the goal of effective customer service and strong, safe neighborhoods.

Additionally, the Township Administrators encourage citizen participation in the delivery of city services and in the improvement of the quality of life within Indianapolis neighborhoods and communities. Through mailings, notices and attendance at neighborhood meetings, the Township Administrators inform residents of opportunities for effective participation. Activities include assistance in the formation of new neighborhood or business associations, information on neighborhood clean-ups, notices of liquor board hearings and land use hearings, and training on how the land use petition process works. The process of providing opportunities for citizens to participate in government decision-making results in stronger and safer neighborhoods.

City of Indianapolis
2001 Annual Budget
**Department of Metropolitan Development
Division of Neighborhood Services**
Performance Measures:

Outcome Activity	1999 Actual	2000 Budget	Jun-00 Actual	2001 Target
NEIGHBORHOOD EMPOWERMENT				
Customer Service				
Hours spent in community	1,321	2,400	1,220	2,400
Percentage of requests for service responded to in one business day	98%	95%	98%	96%
Number of community/economic development contacts made as projected in business plan *	463	480	441	720
Percentage of neighborhood/community-related scheduled meetings attended	92%	92%	97%	90%
ADMINISTRATION				
Customer Service				
Percentage of calls answered	N/A	N/A	N/A	≥ 95%
Average call wait time	N/A	N/A	N/A	≤ 2 min
* Based on a goal of at least 6 contacts per month per Administrator				

City of Indianapolis**2001 Annual Budget****Department of Metropolitan Development
Division of Neighborhood Services****Current Year Appropriations****Resources and Requirements**

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
750	INTERGOVERNMENTAL	180,000	171,644	171,644	165,965	-5,679	-5,679
760	SALE AND LEASE OF PROPERTY	250	0	0	0	0	0
790	MISCELLANEOUS REVENUE	360	0	0	0	0	0
	From (To) Fund Balance	773,678	805,856	805,856	734,221	-71,635	-71,635
Total Resources		954,288	977,500	977,500	900,186	-77,314	-77,314
Requirements							
010	PERSONAL SERVICES	1,247,844	1,250,875	1,250,875	1,438,518	187,643	187,643
020	MATERIALS AND SUPPLIES	7,939	9,549	9,549	9,259	-290	-290
030	OTHER SERVICES AND CHARGES	260,687	334,574	334,574	365,814	31,240	31,240
040	PROPERTIES AND EQUIPMENT	12,264	24,470	24,470	30,363	5,893	5,893
050	INTERNAL CHARGES	-574,445	-641,968	-641,968	-943,768	-301,800	-301,800
Total Requirements		954,288	977,500	977,500	900,186	-77,314	-77,314

City of Indianapolis

2001 Annual Budget

**DEPARTMENT OF METROPOLITAN DEVELOPMENT
NEIGHBORHOOD SERVICES**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	1,006,702	971,788	1,001,331	1,149,893	178,105	148,562
110 SALARIES - TEMPORARY	7,235	12,989	12,989	0	-12,989	-12,989
120 OVERTIME	2,901	0	0	0	0	0
130 GROUP INSURANCE	79,669	91,213	91,213	110,849	19,636	19,636
140 EMPLOYEE ASSISTANCE PROGRAM	9,760	11,132	11,132	12,096	964	964
160 PENSION PLANS	58,212	50,047	50,047	46,866	-3,181	-3,181
170 SOCIAL SECURITY	76,361	77,596	77,596	89,632	12,036	12,036
185 WORKER'S COMPENSATION	7,004	6,567	6,567	7,416	849	849
190 SPECIAL PAY/COMPENSATION	0	29,543	0	21,766	-7,777	21,766
TOTAL PERSONAL SERVICES	1,247,844	1,250,875	1,250,875	1,438,518	187,643	187,643
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					15.0%	15.0%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	5,528	5,801	5,801	6,050	249	249
205 COMPUTER SUPPLIES	2,010	3,123	3,123	2,734	-389	-389
210 MATERIALS AND SUPPLIES	399	575	575	425	-150	-150
220 REPAIR PARTS, TOOLS AND ACCESSORIES	0	0	0	50	50	50
230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES	2	50	50	0	-50	-50
TOTAL MATERIALS AND SUPPLIES	7,939	9,549	9,549	9,259	-290	-290
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-3.0%	-3.0%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	0	2,500	2,500	0	-2,500	-2,500
309 TECHNICAL SERVICES	10,463	11,541	11,541	11,463	-78	-78
315 TEMPORARY SERVICES	308	5,001	5,001	6,500	1,499	1,499
323 POSTAGE AND SHIPPING	5,777	6,051	6,051	6,026	-25	-25
326 COMMUNICATION SERVICES	47,612	55,769	55,769	60,706	4,937	4,937
329 TRAVEL AND MILEAGE	7,501	13,608	13,608	11,983	-1,625	-1,625

City of Indianapolis

2001 Annual Budget

DEPARTMENT OF METROPOLITAN DEVELOPMENT
NEIGHBORHOOD SERVICES

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
332 INSTRUCTION AND TUITION	2,077	5,000	5,000	5,000	0	0
335 INFORMATION TECHNOLOGY	100,799	138,764	138,764	151,987	13,223	13,223
341 ADVERTISING	0	250	250	200	-50	-50
344 PRINTING AND COPYING CHARGES	16,779	17,352	17,352	16,450	-902	-902
350 FACILITY LEASE AND RENTALS	66,777	66,827	66,827	87,470	20,643	20,643
356 EQUIPMENT MAINTENANCE AND REPAIR	909	2,270	2,270	690	-1,580	-1,580
362 BUILDING MAINTENANCE AND REPAIR	0	6,500	6,500	5,000	-1,500	-1,500
368 INSURANCE PREMIUMS	234	308	308	209	-99	-99
371 MEMBERSHIPS	62	199	199	400	201	201
374 SUBSCRIPTIONS	1,390	2,634	2,634	1,730	-904	-904
TOTAL OTHER SERVICES AND CHARGES	260,687	334,574	334,574	365,814	31,240	31,240
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					9.3%	9.3%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
415 FURNISHINGS AND OFFICE EQUIPMENT	10,721	22,970	22,970	24,988	2,018	2,018
420 EQUIPMENT	1,543	1,500	1,500	375	-1,125	-1,125
445 LEASE AND RENTAL OF EQUIPMENT	0	0	0	5,000	5,000	5,000
TOTAL PROPERTIES AND EQUIPMENT	12,264	24,470	24,470	30,363	5,893	5,893
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					24.1%	24.1%
CHARACTER 050 - INTERNAL CHARGES						
510 CENTRAL SERVICES CHARGES	-574,445	-641,968	-641,968	-943,768	-301,800	-301,800
TOTAL INTERNAL CHARGES	-574,445	-641,968	-641,968	-943,768	-301,800	-301,800
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					47.0%	47.0%
TOTAL NEIGHBORHOOD SERVICES	954,288	977,500	977,500	900,186	-77,314	-77,314
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-7.9%	-7.9%

**Department of Metropolitan Development
Historic Preservation Division****Mission Statement:**

The Historic Preservation Division supports the efforts of the City of Indianapolis, DMD and the Indianapolis Historic Preservation Commission (appointed by the Mayor; created by statute) to maintain, improve, and preserve both the character and fabric of historically significant areas and structures for all present and future citizens of Marion County.

Organizational Policy:

The work program of the Historic Preservation Division is divided into functional areas with all staff members working on various individual projects and tasks. The following are the major functional areas:

Administration

Primary responsibility: Administrator

- General management, personnel and budget issues.

Research and General Assistance to the Public

Primary responsibility: Preservation Assistant

- Provide assistance to applicants in submitting applications and meeting notice requirements.
- Provide research assistance, and respond to general inquiries.
- Write *This Old Column*, a monthly column for neighborhood association newsletters.
- Provide technical preservation assistance to persons outside IHPC districts.

Staff Support to the Indianapolis Historic Preservation Commission (IHPC)

Primary responsibility: Preservation Architectural Reviewers (2)

- Process applications for Certificates of Appropriateness (COA).
- Conduct hearings and provide staff reviews and recommendations.
- Provide staff review and design assistance to applicants.
- Provide technical and design assistance to applicants.
- Seek solutions for threatened buildings in IHPC districts.
- Provide enforcement for violations.

Preservation Planning

**Department of Metropolitan Development
Historic Preservation Division**

- Primary responsibility: Preservation Planner (new position)
- Update existing Historic Area Preservation Plans.
- Work with neighborhoods to develop new Historic and Conservation Districts.
- Act as a liaison with neighborhood associations.
- Assist DMD with planning efforts affecting historic and established areas of the city.

Environmental Reviews

- Primary responsibility: Preservation Architectural Reviewers (2)
- Provide required historic preservation reviews for federally funded projects.

Give Assistance for Preservation (GAP) Program

Primary responsibility: Preservation Assistant

- GAP administers small grants to low-income property owners in IHPC districts, which results in the restoration of highly visible historic architectural features on applicants' homes.

Significant Events:**Woodruff Place**

The Woodruff Place Civic League presented the IHPC with a petition showing approximately 73% property owner support for developing a preservation plan that could be adopted to establish IHPC designation for the neighborhood. The IHPC directed the staff to work with the Civic League in developing the final plan for public review, public hearing and adoption. Review and adoption of the plan is anticipated in the fall of 2000.

Fall Creek Place Builders' Guide

IHPC staff developed and published a Builders' Guide which provides design guidelines and standards for new construction in the Fall Creek Place Home Ownership Zone. It will be used by the City and builders who build in the area to ensure new housing meets the aesthetic and architectural goals of the plan for the area.

Sanborn Maps on CD

A 2000 initiative was to digitally image historic Sanborn Atlas maps in order to make them more accessible to the staff and public. Significant time and money was saved as a result of finding a source that had already put Sanborn maps on CDs and provides them for sale. The division now has Sanborn maps from 1887, 1898, 1914/15, and 1956 available on CD.

New Initiatives:

**Department of Metropolitan Development
Historic Preservation Division**

Designation of New Historic & Conservation Districts: Several neighborhood organizations have expressed interest in obtaining IHPC designation. At least one is actively building support among property owners. It is projected that in 2001, at least one new district will come under IHPC jurisdiction and at least one neighborhood will be working actively with staff to develop a plan for future designation.

Expansion of Preservation Planning, Enforcement and Staff Services: If an additional staff position is added, it is anticipated that staff will then be able to:

- a) provide neighborhoods with increased preservation planning services;
- b) provide quicker response to neighborhood issues;
- c) increase staff's communication with neighborhoods and presence at neighborhood meetings;
- d) allow more effective neighborhood input into IHPC decision-making;
- e) provide more consistent and timely enforcement of certificates of appropriateness issued by the IHPC; and
- f) provide more assistance to City code and zoning inspectors within historic districts.

An additional position will also allow the two architectural reviewers more time to assist applicants and monitor construction projects for compliance with approved plans.

Outcome and Activities:

NEIGHBORHOOD EMPOWERMENT. The department enables citizens to work with the City to develop their neighborhoods physically, socially, and economically.

Historic Preservation

The division's emphasis is on enabling property owners in historic districts to maintain, develop, and renovate their properties within guidelines that have been developed in conjunction with the people who live, work and own property in the area. Historic districts are residential and commercial neighborhoods that are strengthened when people in the districts have greater opportunities to participate in the changes that occur around their property. It also gives them the confidence that the very character that attracted them and their investment to the neighborhood will not be undermined by the actions of others.

Other activities involve providing preservation assistance countywide and assisting the City with preservation-related issues. Activities include:

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**Department of Metropolitan Development
Historic Preservation Division**

Administration: General management, office operations and personnel matters.

Historic District Services: Issue about 350-400 certificates of appropriateness per year in historic districts; conduct monthly IHPC hearings, weekly Hearing Officer hearings; provide daily staff approvals; handle violations; carry out the Threatened Buildings Program; and provide technical and design assistance to persons in historic districts.

Historic Preservation Plans: Complete a Conservation or Historic District Plan anticipated to start in 2000. Work with a second neighborhood to complete a Conservation or Historic District Plan.

General Preservation Services: Provide technical assistance to the City and members of the public throughout Marion County in areas outside designated districts.

Historic Preservation Environmental Reviews: Provide 1,000-1,500 reviews per year for federally funded housing rehabilitation, demolition and other projects.

Restoration Assistance: Work with DMD staff to administer a program that will make between five to ten small grants available to low income property owners in IHPC districts. Grants are to be used to restore highly visible historic architectural features that will make a considerable difference in the visual character of the house within its historic context.

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**Department of Metropolitan Development
Historic Preservation Division**

Performance Measures:

Outcome Activity	1999 Actual	2000 Budget	Jun-00 Actual	2001 Target
NEIGHBORHOOD EMPOWERMENT				
Historic Preservation				
Monthly neighborhood newsletter column	12	12	5	12
Hold IHPC meetings at neighborhood locations.	3	3	0	3
Annual meeting with Neighborhood Representatives*	N/A	11	N/A	9
Attend neighborhood organization meetings at least twice per year*	N/A	N/A	N/A	16
<i>*These measures reflect an added staff position</i>				

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**Department of Metropolitan Development
Historic Preservation Division**

Current Year Appropriations

Resources and Requirements

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
730	CHARGES FOR SERVICES	1,832	0	0	0	0	0
750	INTERGOVERNMENTAL	0	172,642	172,642	200,000	27,358	27,358
770	FEES FOR SERVICES	41,274	25,000	25,000	31,000	6,000	6,000
780	FINES AND PENALTIES	2,185	0	0	0	0	0
790	MISCELLANEOUS REVENUE	427	25,000	25,000	9,000	-16,000	-16,000
	From (To) Fund Balance	171,542	32,765	32,765	47,631	14,866	14,866
Total Resources		217,260	255,407	255,407	287,631	32,224	32,224
Requirements							
010	PERSONAL SERVICES	161,806	187,989	187,989	226,228	38,239	38,239
020	MATERIALS AND SUPPLIES	1,359	2,236	2,236	2,100	-136	-136
030	OTHER SERVICES AND CHARGES	47,211	56,410	56,410	49,617	-6,793	-6,793
040	PROPERTIES AND EQUIPMENT	2,596	3,500	3,500	3,726	226	226
050	INTERNAL CHARGES	4,288	5,272	5,272	5,960	688	688
Total Requirements		217,260	255,407	255,407	287,631	32,224	32,224

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DEPARTMENT OF METROPOLITAN DEVELOPMENT HISTORIC PRESERVATION

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	127,880	142,500	146,774	181,810	39,310	35,036
110 SALARIES - TEMPORARY	3,955	4,760	4,760	4,940	180	180
130 GROUP INSURANCE	10,433	15,362	15,362	11,313	-4,049	-4,049
140 EMPLOYEE ASSISTANCE PROGRAM	1,220	1,281	1,281	1,680	399	399
160 PENSION PLANS	7,353	7,339	7,339	7,410	71	71
170 SOCIAL SECURITY	9,869	11,593	11,593	14,550	2,957	2,957
185 WORKER'S COMPENSATION	1,096	880	880	1,082	202	202
190 SPECIAL PAY/COMPENSATION	0	4,274	0	3,443	-831	3,443
TOTAL PERSONAL SERVICES	161,806	187,989	187,989	226,228	38,239	38,239
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					20.3%	20.3%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	1,234	550	550	800	250	250
205 COMPUTER SUPPLIES	118	1,384	1,384	1,200	-184	-184
210 MATERIALS AND SUPPLIES	7	302	302	100	-202	-202
TOTAL MATERIALS AND SUPPLIES	1,359	2,236	2,236	2,100	-136	-136
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-6.1%	-6.1%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	1,380	1,400	1,400	1,200	-200	-200
303 CONSULTING SERVICES	10,000	5,000	5,000	0	-5,000	-5,000
306 ARCHITECTURAL AND ENGINEERING SERVICES	3,120	2,500	2,500	3,000	500	500
309 TECHNICAL SERVICES	1,983	4,108	4,108	1,662	-2,446	-2,446
323 POSTAGE AND SHIPPING	1,032	2,000	2,000	2,090	90	90
326 COMMUNICATION SERVICES	2,561	3,000	3,000	3,425	425	425
329 TRAVEL AND MILEAGE	174	2,700	2,700	2,700	0	0
332 INSTRUCTION AND TUITION	0	996	996	1,000	4	4

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**DEPARTMENT OF METROPOLITAN DEVELOPMENT
HISTORIC PRESERVATION**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
335 INFORMATION TECHNOLOGY	8,684	12,618	12,618	10,873	-1,745	-1,745
341 ADVERTISING	1,209	2,500	2,500	2,500	0	0
344 PRINTING AND COPYING CHARGES	4,259	7,501	7,501	7,700	199	199
350 FACILITY LEASE AND RENTALS	12,031	11,222	11,222	12,822	1,600	1,600
356 EQUIPMENT MAINTENANCE AND REPAIR	450	250	250	250	0	0
368 INSURANCE PREMIUMS	79	30	30	0	-30	-30
371 MEMBERSHIPS	190	240	240	265	25	25
374 SUBSCRIPTIONS	59	345	345	130	-215	-215
TOTAL OTHER SERVICES AND CHARGES	47,211	56,410	56,410	49,617	-6,793	-6,793
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-12.0%	-12.0%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
415 FURNISHINGS AND OFFICE EQUIPMENT	2,596	3,500	3,500	3,726	226	226
TOTAL PROPERTIES AND EQUIPMENT	2,596	3,500	3,500	3,726	226	226
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					6.5%	6.5%
CHARACTER 050 - INTERNAL CHARGES						
510 CENTRAL SERVICES CHARGES	4,288	5,272	5,272	5,960	688	688
TOTAL INTERNAL CHARGES	4,288	5,272	5,272	5,960	688	688
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					13.1%	13.1%
 TOTAL HISTORIC PRESERVATION	 217,260	 255,407	 255,407	 287,631	 32,224	 32,224
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					12.6%	12.6%

**Department of Metropolitan Development
Division of Permits****Mission Statement:**

The Division of Permits issues permits in compliance with land use, development, infrastructure and building regulations, while utilizing combined inspections to enforce those regulations for the promotion of responsible development.

Organizational Policy:

The Division of Permits receives budget support from two departments: the Department of Capital Asset Management and the Department of Metropolitan Development. Employees in the division are both staffed and directed by the two departments.

The Division of Permits is organized into three functional areas: Administration, Permits, and Inspections.

Administration

Administration staff supports all activities of the division by providing overall policy direction and management, program administration and development, and management of budget & personnel.

Permits

Permits staff works with citizens on a daily basis to provide quality service in contractor licensing, registrations, permit issuance and responses to public information. Permit staff licenses and registers contractors, issues permits in compliance with applicable regulations, and manages records and databases for all permitting files. In addition, the addressing staff assigns all street names and addresses to new or replanted developments in Marion County. The databases maintained by this section are shared with the Metropolitan Emergency Communications Agency (MECA) as the basis for Marion County's Emergency 911 system.

Inspections

Inspection staff inspects properties to ensure safety and compliance with local building codes and related ordinances. All inspectors and project managers have been combined into geographic (Geo) teams and cross-trained resulting in more inspections conducted at each site visit. The inspectors perform building inspections, zoning inspections, rehab inspections, infrastructure inspections and right-of-way inspections. Building staff continues to focus enforcement on non-licensed contractors and persons performing activities without permits. Zoning staff continues to focus on resolution of neighborhood concerns.

**Department of Metropolitan Development
Division of Permits****Significant Events:****Encroachment Licenses**

The 1999 revision of the encroachment ordinance moved the responsibilities for management of all public right-of-way encroachments from the Controller's Office to the Division of Permits. This ordinance requires that all approved newspaper containers be legally established with an encroachment license by January 2001, which could increase the existing encroachment inventory by 1,000 additional license applications. An encroachment case is currently being designed in PermitPlan™, which will convert the process from paper to electronic, thereby providing a better method of tracking and reporting.

City of Indianapolis Integrated Permitting System (CIIPS)

The CIIPS application was implemented in January 2000 and is a result of the combined efforts of Current Planning and the Division of Permits to share critical zoning information, which is necessary for the review of development permits. By integrating this application with our permit tracking software, PermitPlan™, the CIIPS application was launched, and critical zoning documents are electronically accessible to the desktops of permit staff.

Bar Coding

A bar coding application has been designed to reduce the amount of preparation required for documents prior to being scanned and loaded into our records management software, FileNet™. By integrating this bar coding application with existing software, the bar code label indexes pertinent information and is then attached to permit documents. This application validates the accuracy of the critical indexes and also serves as an upfront electronic quality control check, which would otherwise require additional time and effort of the records staff.

Internet Permitting

In the first six months of 2000, the HVAC, Plumbing and Structural permits have been added to the division's existing Internet submittal options. Currently, the structural permit submittal is available for work that does not require detailed plans. In the last six months of 2000, staff will add sewer permits for lateral connections and sewer repairs, structural permits for homeowners and wrecking permits. Once these permits are completed, the division will work on additional permit types requiring plan submittals and how to accomplish the online acceptance of those plans.

Tidemark™

The upgrade of v2.5 was accomplished several months ahead of schedule and went into production in October 1999. In 2000, three version updates have been implemented which provided solutions for several application bugs that were identified through extensive testing. Tidemark Cashier is under review and is being tested in our test database environment. This component integrates several additional features, which will enhance the fee collection, reconciliation, and fee reporting processes. Currently, reconciliation is required for the cash register and PermitPlan™, while the correction and comparison are segregated processes. The implementation of this Tidemark application is planned for late 2000 or the first quarter of 2001.

**Department of Metropolitan Development
Division of Permits****M-Track**

InspectTrack™ and Mobile Data Computers have been implemented for the recording of field inspections. Each building, zoning, and right-of-way inspector has a field computer and printer system that improves operating efficiency. The applications add consistency and continuity to enforcement action and permit compliance.

Combined Enforcement Efforts

Working closely with IPD, Health and Hospital Corporation of Marion County and the Marion County Prosecutor's Office, Permit Compliance staff has assisted in seeking resolutions to quality of life concerns through cooperative enforcement actions.

New Initiatives:

Automated Document Management: The division's objective is to convert its documents into a digital format acceptable for input into the document management system resulting in a reduction in the amount of time required to conduct permits research and reviews. Several additional record sets have been targeted for scanning in 2001. In addition, the division will pursue the opportunity for accepting digital submittals.

Tidemark: PermitPlan™ v2.7 will be implemented. This will enable the division to build new cases and add new fields of information without requiring outside assistance. It will also provide field inspectors the ability to access information from remote locations through use of mobile data units.

M-Track™: InspectTrack™ Mobile Data Field Inspection System with real-time capability will be implemented. This will enhance the inspector's ability to interface with the City of Indianapolis computer systems and improve operating efficiencies from field inspection sites.

Internet Permitting: The Division will continue to put more permits and information on-line. On-line permit research has proven successful. Right of way, electrical, heat and cooling, plumbing, sewer lateral and sewer repair, and non-plan review structural permits can be applied for on the Internet. Wrecking, enhanced structural, and Master permits will be available on the Internet in 2001.

Lead Based Paint Program: These efforts involve the training and implementation of un-funded federally mandated lead hazard containment and abatement programs, which will have a positive impact on neighborhood rehabilitation programs.

Abandoned Vehicles on Private Property: Develop and implement a stronger program for the removal of inoperable and abandoned motor vehicles in residential neighborhoods within the guidelines of the state statute.

Combined and Improved Enforcement Efforts

In 2000, the City and the Health and Hospital Corporation of Marion County began collaborating on a project to share Tidemark technology, which will improve overall enforcement efforts. This project will be complete in 2001. Additionally, the division will improve code enforcement citywide through the addition of zoning inspectors.

**Department of Metropolitan Development
Division of Permits**

Outcome and Activities:

COMPLIANCE WITH CITY CODES. Through the Division, citizens are able to work with the city to develop their neighborhoods physically, socially, and economically. The services that are provided to ensure that quality work is being performed include building inspections, infrastructure inspections, zoning inspections, and review of work permits.

Information Management

The Division of Permits manages records and databases for all permitting files.

Building Inspections

The Division of Permits inspects buildings on which construction work has been done to ensure safety and compliance with local building codes.

Zoning Inspections

The Division of Permits conducts zoning investigations to ensure compliance with zoning ordinances.

Rehab Inspections

The Division of Permits inspects the rehabilitation of structures for work funded by federal, state or local governmental units. The division also reviews and approves bids and construction budgets.

Infrastructure Inspections

The Division of Permits inspects infrastructure and monitors right of way activities.

Customer Service

The Division of Permits interacts with citizens on a daily basis. The goal is to provide fast, quality service in obtaining permits, responding to requests for information, and performing site inspections.

Permit Review

The Division of Permits issues permits in compliance with applicable regulations in a timely manner.

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**Department of Metropolitan Development
Division of Permits**

Performance Measures:

Outcome Activity	1999 Actual	2000 Budget	Jun-00 Actual	2001 Target
COMPLIANCE WITH CITY CODES				
Building Inspections				
Number of Building Inspections Completed	48,099	54,200	22,001	44,000
Zoning Investigations				
Percentage of Requests for Service corrected without Issuing a zoning ticket	94%	90%	94%	94%
Pemit Review-Customer Service				
Number of Customers Served at the Front Desk	15,292	12,500	7,239	14,000
Average minutes of wait time until service	7	10	7	10

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**Department of Metropolitan Development
Division of Permits**

Current Year Appropriations

Resources and Requirements

		1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 To 2000 Original Difference	2001 To 2000 Est. Final Difference
Resources							
710	LICENSES AND PERMITS	5,312,912	4,573,500	4,573,500	4,922,000	348,500	348,500
730	CHARGES FOR SERVICES	38,192	51,000	51,000	0	-51,000	-51,000
750	INTERGOVERNMENTAL	3,251	0	0	0	0	0
770	FEES FOR SERVICES	172,840	100,000	100,000	100,000	0	0
780	FINES AND PENALTIES	108,300	93,000	93,000	0	-93,000	-93,000
790	MISCELLANEOUS REVENUE	-331	0	0	0	0	0
	From (To) Fund Balance	-1,200,906	-38,298	-38,298	59,900	98,198	98,198
Total Resources		4,434,258	4,779,202	4,779,202	5,081,900	302,698	302,698
Requirements							
010	PERSONAL SERVICES	1,947,202	2,368,643	2,368,643	2,579,825	211,182	211,182
020	MATERIALS AND SUPPLIES	52,826	113,580	113,580	73,613	-39,967	-39,967
030	OTHER SERVICES AND CHARGES	2,118,127	1,717,125	1,717,125	1,864,717	147,592	147,592
040	PROPERTIES AND EQUIPMENT	202,965	275,500	275,500	239,702	-35,798	-35,798
050	INTERNAL CHARGES	113,139	304,354	304,354	324,043	19,689	19,689
Total Requirements		4,434,258	4,779,202	4,779,202	5,081,900	302,698	302,698

City of Indianapolis

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**DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF PERMITS**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
CHARACTER 010 - PERSONAL SERVICES						
100 SALARIES - BI-WEEKLY	1,519,729	1,801,391	1,855,433	1,998,654	197,263	143,221
110 SALARIES - TEMPORARY	7,646	11,700	11,700	9,520	-2,180	-2,180
120 OVERTIME	32,871	15,792	15,792	15,141	-651	-651
130 GROUP INSURANCE	147,057	215,222	215,222	225,890	10,668	10,668
140 EMPLOYEE ASSISTANCE PROGRAM	19,215	21,137	21,137	23,184	2,047	2,047
160 PENSION PLANS	89,249	92,772	92,772	81,829	-10,943	-10,943
170 SOCIAL SECURITY	117,537	142,836	142,836	157,226	14,390	14,390
180 UNEMPLOYMENT COMPENSATION	0	0	0	7,000	7,000	7,000
185 WORKER'S COMPENSATION	13,898	13,751	13,751	14,317	566	566
190 SPECIAL PAY/COMPENSATION	0	54,042	0	47,064	-6,978	47,064
TOTAL PERSONAL SERVICES	1,947,202	2,368,643	2,368,643	2,579,825	211,182	211,182
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					8.9%	8.9%
CHARACTER 020 - MATERIALS AND SUPPLIES						
200 GENERAL OFFICE SUPPLIES	15,861	14,200	14,200	18,100	3,900	3,900
205 COMPUTER SUPPLIES	29,612	89,500	89,500	44,493	-45,007	-45,007
210 MATERIALS AND SUPPLIES	4,763	6,700	6,700	9,120	2,420	2,420
215 BUILDING MATERIALS AND SUPPLIES	737	0	0	100	100	100
220 REPAIR PARTS, TOOLS AND ACCESSORIES	456	250	250	500	250	250
230 INSTITUTIONAL, MEDICAL & FOOD SUPPLIES	72	0	0	200	200	200
245 UNIFORM AND PERSONAL SUPPLIES	1,325	2,930	2,930	1,100	-1,830	-1,830
TOTAL MATERIALS AND SUPPLIES	52,826	113,580	113,580	73,613	-39,967	-39,967
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-35.2%	-35.2%
CHARACTER 030 - OTHER SERVICES AND CHARGES						
300 PROFESSIONAL SERVICES	304	600	600	1,300	700	700
303 CONSULTING SERVICES	183,628	125,000	125,000	0	-125,000	-125,000

City of Indianapolis

2001 Annual Budget

**DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF PERMITS**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
306 ARCHITECTURAL AND ENGINEERING SERVICES	0	35,000	35,000	0	-35,000	-35,000
309 TECHNICAL SERVICES	16,949	30,554	30,554	26,706	-3,848	-3,848
315 TEMPORARY SERVICES	1,431	6,000	6,000	3,000	-3,000	-3,000
323 POSTAGE AND SHIPPING	15,576	43,500	43,500	18,950	-24,550	-24,550
326 COMMUNICATION SERVICES	76,407	114,450	114,450	111,750	-2,700	-2,700
329 TRAVEL AND MILEAGE	5,844	12,600	12,600	12,100	-500	-500
332 INSTRUCTION AND TUITION	3,970	13,000	13,000	114,000	101,000	101,000
335 INFORMATION TECHNOLOGY	1,678,954	933,239	933,239	1,346,574	413,335	413,335
341 ADVERTISING	361	800	800	1,100	300	300
344 PRINTING AND COPYING CHARGES	27,175	57,000	57,000	52,000	-5,000	-5,000
350 FACILITY LEASE AND RENTALS	80,199	318,667	318,667	157,922	-160,745	-160,745
356 EQUIPMENT MAINTENANCE AND REPAIR	13,937	3,000	3,000	4,600	1,600	1,600
362 BUILDING MAINTENANCE AND REPAIR	1,548	9,000	9,000	0	-9,000	-9,000
368 INSURANCE PREMIUMS	9,422	5,815	5,815	5,815	0	0
371 MEMBERSHIPS	2,055	2,100	2,100	4,500	2,400	2,400
374 SUBSCRIPTIONS	367	6,800	6,800	4,400	-2,400	-2,400
TOTAL OTHER SERVICES AND CHARGES	2,118,127	1,717,125	1,717,125	1,864,717	147,592	147,592
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					8.6%	8.6%
CHARACTER 040 - PROPERTIES AND EQUIPMENT						
415 FURNISHINGS AND OFFICE EQUIPMENT	202,714	61,300	61,300	125,802	64,502	64,502
420 EQUIPMENT	251	44,200	44,200	17,900	-26,300	-26,300
425 VEHICULAR EQUIPMENT	0	40,000	40,000	96,000	56,000	56,000
445 LEASE AND RENTAL OF EQUIPMENT	0	130,000	130,000	0	-130,000	-130,000
TOTAL PROPERTIES AND EQUIPMENT	202,965	275,500	275,500	239,702	-35,798	-35,798
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					-13.0%	-13.0%
CHARACTER 050 - INTERNAL CHARGES						

City of Indianapolis

2001 Annual Budget

**DEPARTMENT OF METROPOLITAN DEVELOPMENT
DIVISION OF PERMITS**

	1999 Actual	2000 Original Budget	Estimated Final 2000 Budget	2001 Proposed Budget	2001 to 2000 Original Difference	2001 to 2000 Est. Final Difference
510 CENTRAL SERVICES CHARGES	64,942	79,314	79,314	89,703	10,389	10,389
520 FLEET SERVICES CHARGES	48,197	45,040	45,040	54,340	9,300	9,300
530 DEPARTMENTAL CHARGES	0	180,000	180,000	180,000	0	0
TOTAL INTERNAL CHARGES	113,139	304,354	304,354	324,043	19,689	19,689
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					6.5%	6.5%
 TOTAL DIVISION OF PERMITS	 4,434,258	 4,779,202	 4,779,202	 5,081,900	 302,698	 302,698
PERCENTAGE CHANGE TO PROPOSED 2001 BUDGET					6.3%	6.3%